

# Citywide User Fee Study

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**City of Indio**

**Citywide User Fee Study**

**UPDATED Final Report**

**November 3, 2021**

32605 Temecula Parkway, Suite 100  
Temecula, CA 92592  
Toll free: 800.434.8349 Fax: 951.296.1998

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## Executive Summary

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NBS performed a Citywide User Fee Study (Study) for the City of Indio (City). The purpose of this report is to present the findings and recommendations of the various fee analyses performed as part of the Study and provide the City with the information needed to update and establish user and regulatory fees for service. Throughout the process, the Study afforded much effort to ensure that not only are the fees and charges reasonable and equitable, but that they also meet industry standards and uphold the statutory requirements of the State of California.

California cities, counties, and special districts may impose user and regulatory fees for services and activities they provide through provisions set forth in the State Constitution, Article XIII C § 1. Under this legal framework, a fee may not exceed the reasonable cost of providing the service or performing the activity. For a fee to qualify as such, it must relate to a service or activity performed at the request of an individual or entity upon which the fee is imposed, or their actions specifically cause the local government agency to perform additional activities. In this instance, the service or underlying action causing the local agency to perform the service is either discretionary and/or is subject to regulation. As a discretionary service or regulatory activity, the user fees and regulatory fees considered in this Study fall outside of the definition and statutory requirement to impose general taxes, special taxes, and fees a result of property ownership.

The City's main reason for conducting this Study was twofold: (1) first, to ensure that existing fees do not exceed the costs of service, and (2) second, to provide an opportunity for City Council to re-align fee amounts with the adopted cost recovery policies.

## Background

NBS completed a comprehensive Citywide User Fee Study and issued a Draft Final Report on October 24, 2017. The report was reviewed by City Council in November of 2017 in a Study Session and no action was taken to implement the Study's updated fee amounts. In October of 2019, NBS updated the Citywide User Fee Study to incorporate Fiscal Year 2019-20 adopted budget information, to keep pace with changes in the City's financial and organizational structure. The updated results were brought forward to City Council in an October 2020 Study Session, and no action was taken to implement the Study's updated fee amounts at that time. In June of 2021, NBS evaluated the basic impacts of updating the Building Valuation Data (BVD) tables, which is the underlying criteria to which the Building Division's fee tables are applied when calculating the City's plan check and inspection fees for regulatory services. During this evaluation NBS incorporated Fiscal Year 2020-21 adopted budget information for the Building Division only.

The purpose of this report is to describe the Study's findings and recommendations, which intend to defensibly update and establish user and regulatory fees for service for the City of Indio, California.

## Findings

This Study examined user and regulatory fees managed by the following City departments and programs: Finance, Planning, Public Works Engineering, Building and Safety, Fire Prevention, Community Services, and Police. The Study identified approximately \$6.8 million in eligible costs for recovery from fees for service compared to the estimated \$4.6 million the City is currently collecting each year from fees. The following table provides a summary of the results:

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Finance	\$ 232,140	\$ 793,922	\$ (561,782)	29%
Planning	335,800	624,491	(288,691)	54%
Public Works Engineering	1,215,674	1,581,024	(365,350)	77%
Building & Safety	2,051,208	2,063,478	(12,270)	99%
Fire Prevention	461,623	883,233	(421,610)	52%
Community Services	60,238	153,795	(93,557)	39%
Police	255,011	686,129	(431,118)	37%
<b>Total</b>	<b>\$ 4,611,694</b>	<b>\$ 6,786,074</b>	<b>\$ (2,174,380)</b>	<b>68%</b>

As shown, the City is recovering approximately 68% of costs associated with providing user and regulatory fee related services. Should the Council elect to adopt fee levels at 100% of the full cost recovery fee amounts determined by this Study, an additional \$2.2 million in costs could be recovered.

However, as discussed in Section 1 of this report, there are reasons for adopting a fee at less than the calculated full cost recovery amount. As such, City staff provided initial recommended fee amounts for consideration within their Staff Report.

## Report Format

This report documents the analytical methods and data sources used throughout the Study, and presents findings regarding current levels of cost recovery achieved from user and regulatory fees.

- ¶ Section 1 of the report outlines the foundation of the Study and general approach.
- ¶ Sections 2 through 8 discuss the results of the cost of service analysis performed by department and/or fee program. The analysis applied considers: (1) the fully burdened hourly rate(s); (2) the calculation of the costs of providing service; and, (3) the cost recovery policies of each fee category.
- ¶ Section 9 provides the grand scope conclusions of the analysis provided in the preceding sections.
- ¶ Appendices to this report include additional analytical details for each department or division studied, and a comparison of fees imposed by neighboring agencies for similar services.

## Section 1 – Introduction and Fundamentals

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The following is a summarized list of fees for each City department or program studied:

- ℵ Finance fees, including: Business Licenses, and Alarm Permits
- ℵ Planning fees, including: Zoning, permitted uses, and other processing requests
- ℵ Public Works - Engineering related fees, including:
  - Final map review and approval
  - Civil plan check and inspection for improvements within the right-of-way
  - Encroachment permits
  - Street light and traffic signal repair and replacement
- ℵ Building Division fees, including: Services for plan check and permitting of construction
- ℵ Fire fees for prevention related fire permits and fire code new development review and inspections, etc.
- ℵ Community Services fees for special events
- ℵ Police Department fees for processing of various records requests, vehicle impounds, etc.

The fees examined in this Study specifically excluded utility rates, development impact fees, and special assessments, all of which fall under distinct analytical and procedural requirements different from the body of user/regulatory fees analyzed in this effort. Additionally, this Study and the resultant master fee schedule excluded facility and equipment rental rates, as well as most of the fines and penalties that may be imposed by the City for violations to its requirements or code. (The City is not limited to the costs of service when charging for entrance to or use of government property, or when imposing fines and penalties.)

### Methods of Analysis

The following represents the three phases of analysis completed for each City department, division or section studied:



### Cost of Service Analysis

This cost of service analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. There are two primary types of costs considered: direct and indirect costs. Direct costs are those that specifically relate to an activity or service, including the real-time provision of the service. Indirect costs are those that support the provision of services in general but cannot be directly or easily assigned to a singular activity or service.

### **Direct Costs:**

- ¶ **Direct personnel costs** – Salary, wages and benefits expenses for personnel specifically involved in the provision of services and activities to the public.
- ¶ **Direct non-personnel costs** – Discrete expenses incurred by the Department/Division due to a specific service or activity performed, such as contractor costs, third-party charges, and very specific materials used in the service or activity.

### **Indirect Costs:**

- ¶ **Indirect personnel costs** – Personnel expenses supporting the provision of services and activities. This can include line supervision and departmental management, administrative support within a department, and staff involved in technical support activities related to the direct services provided to the public.
- ¶ **Indirect non-personnel costs** – Expenses other than labor involved in the provision of services. In most cases, these costs are allocated across all services provided by a department, rather than directly assigned to individual fee/rate categories.
- ¶ **Overhead costs** – These are expenses, both labor and non-labor, related to agency-wide support services. Support services include general administrative services such as City Manager, Finance, Human Resources, etc. The amount of costs attributable to the departments or divisions included in this Study were sourced from the City's Cost Allocation Plan.

All cost components in this Study use annual (or annualized) figures, representing a twelve-month cycle of expenses incurred by the Department/Division in the provision of all services and activities City-wide.

Nearly all the fees reviewed in this Study require specific actions on the part of City staff to provide the service or conduct the activity. Since labor is the primary underlying factor in these activities, the Study expresses the full cost of service as a fully burdened cost per labor hour. NBS calculated a composite, fully burdened, hourly rate for each department, division, program, or activity applicable to the specific organization and needs of each area studied. This rate serves as the basis for further quantifying the average full cost of providing individual services and activities. Determining the fully burdened labor rate for each department, and the various functional divisions within a department, requires two data sets: (1) the full costs of service, and (2) the number of staff hours available to perform those services. NBS derived the hours available based on the complete list of all City employees and/or available service hours of its contracted professionals (where applicable).

The City supplied NBS with the total number of paid labor hours for each employee involved in the delivery of services included in this Study. These available hours represent the amount of productive time available to provide both fee-recoverable and non-fee recoverable services and activities. Available labor hours divided into the annual full costs of service equal the composite, fully burdened, labor rate. Some agencies may also use the resulting rates for purposes other than setting fees, such as calculating the full cost of general services or structuring a cost recovery agreement with another agency or third party.

NBS also assisted the City in estimating the staff time for the services and activities listed in the City's fee schedule. Time tracking records for the fee programs studied as part of this analysis, when available, proved useful in identifying time spent providing general categories of service (e.g., division administration, plan review, inspection, public information assistance, etc.). However, the City does not systematically track the service time of activities for all departments or all individual fee-level services provided. Therefore, NBS also relied on interviews and questionnaires to develop the necessary data sets of estimated labor time. In many cases, the City provided estimates of the average amount of time (in minutes and hours) it took to complete a typical service or activity considered on a per-occurrence basis.

It should be noted that the development of these time estimates was not a one-step process but required careful review by both NBS and department managers to assess the reasonableness of such estimates. Based on the results of this review, the City reconsidered its time estimates until all parties were comfortable that the fee models reasonably reflected the average service level provided by the City. Finally, the fully burdened labor rate(s) calculated in earlier steps were applied at the individual fee level time estimates, yielding an average total cost of providing each fee for service or activity.

## Fee Establishment

Because most of the City's fees are flat fees, they correspond directly to the average full cost of service result. For the few services where estimating an average was impossible – due to the highly variable nature of the service – use of fully burdened hourly rates coupled with time tracking is the preferred fee structure. (In other words, the City would collect a deposit upfront and impose a fee per hour of staff time, requiring some degree of time estimation or outright time-tracking at the case level.)

The fee establishment process includes a range of considerations, including the following:

- **Addition to and deletion of fees** – The Study provided each department with the opportunity to propose additions and deletions to their current fee schedules, as well as re-name, re-organize, and clarify which fees were to be imposed. Many of these fee revisions allowed for better adherence to current practices, as well as the improvement in the calculation, application, and collection of the fees owed by an individual. Some additions to the fee schedule were simply the identification of existing services or activities performed by City staff for which no fee is currently charged.
- **Revision to the structure of fees** – In most cases, the focus was to re-align the fee amount to match the costs of service and leave the current structure of fees unchanged. However, in several cases, fee categories and fee names had to be simplified or re-structured to increase the likelihood of full cost recovery or to enhance the fairness of how the fee is applied to the various types of fee payers.
- **Documentation of the tools used to calculate special cost recovery** – The City's fee schedule should include the list of fully burdened rates developed by the Study. Documenting these rates in the fee schedule provides an opportunity for City Council to approve rates for cost recovery under a "time and materials" approach. It also provides clear publication of those rates so that all fee payers can readily reference the basis of any

fee amounts. The fee schedule should provide language that supports special forms of cost recovery for activities and services not included in the adopted master fee schedule. In these rare instances, published rates are used to estimate a flat fee or bill on an hourly basis, which is at the department director's discretion.

## Cost Recovery Evaluation

The NBS fee model compares the existing fee for each service or activity to the average total cost of service quantified through this analysis. Here are the possible outcomes of the fee analysis:

- ¶ Cost recovery rate of 0% - This signifies that there is currently no current recovery of costs from fee revenues (or insufficient information available for evaluation).
- ¶ Cost recovery rate of 100% - This means that the fee currently recovers the full cost of service.
- ¶ Cost recovery rate between 0% and 100% - This indicates partial recovery of the full cost of service through fees.
- ¶ Cost recovery rate greater than 100% - This means that the fee exceeds the full cost of service. User fees and regulatory fees should not exceed the full cost of service.

In all cases, the cost recovery rate achieved by a fee should not be greater than 100%. In most cases, imposing a fee above this threshold could change the definition of the charge from a cost of service based fee to a tax which has other procedural requirements, such as ballot protest or voter approval.

NBS assisted with modeling the "recommended" or "target" level of cost recovery for each fee, established at either 100% or any amount less than the calculated full cost of service. Targets and recommendations reflect discretion on the part of the agency based on a variety of factors, such as existing City policies and agency-wide or departmental revenue objectives, economic goals, community values, market conditions, level of demand, and others.

A general method of selecting an appropriate cost recovery target is to consider the public and private benefits of the service or activity in question, such as:

- ¶ To what degree does the public at large benefit from the service?
- ¶ To what degree does the individual or entity requesting, requiring, or causing the service benefit?

When a service or activity benefits the public at large, there is generally little to no recommended fee amount (i.e., 0% cost recovery), reinforcing the fact that a service which truly benefits the public is best funded by general resources of the City, such as revenues from the General Fund (e.g., taxes). Conversely, when a service or activity wholly benefits an individual or entity, the cost recovery is generally closer to or equal to 100% of cost recovery from fees collected from the individual or entity.

In some cases, a strict public-versus-private benefit judgment may not be sufficient to finalize a cost recovery target. Any of the following factors and considerations may influence or supplement the public-versus-private benefit perception of a service or activity:

- ¶ If optimizing revenue potential is an overriding goal, is it feasible to recover the full cost of service?
- ¶ Will increasing fees result in non-compliance or public safety problems?
- ¶ Are there desired behaviors or modifications to behaviors of the service population helped or hindered through the degree of pricing for the activities?
- ¶ Does current demand for services support a fee increase without adverse impact to the community served or current revenue levels? In other words, would fee increases have the unintended consequence of driving away the population served?
- ¶ Is there a good policy basis for differentiating between the type of user (e.g., residents vs. non-residents, residential vs. commercial, non-profit entities, and business entities)?
- ¶ Are there broader City objectives that merit a less than full cost recovery target from fees, such as economic development goals and local social values?

NBS provided the cost of service calculation based on 100% full cost recovery and the framework for the City's use to adjust the amount of cost recovery in accordance with its broader goals as they pertain to code compliance, cost recovery, economic development, and social values.

## Comparative Fee Survey

Often policy makers request a comparison of their jurisdiction's fees to surrounding or similar communities. The purpose of a comparison is to provide a sense of the local market pricing for services, and to use that information to gauge the impact of recommendations for fee adjustments.

Appendix B presents the results of a limited Comparative Fee Survey performed by NBS for the City of Indio. The survey includes the most frequently processed fee items within the City's Master Fee Schedule, across five local agencies: Cities of Desert Hot Springs, Palm Springs, Cathedral, Coachella, and La Quinta.

NBS notes the following about the approach to, and use of, comparative survey data:

- ¶ Comparative surveys do not provide information about the cost recovery policies or procedures inherent in each comparison agency.
- ¶ A "market based" decision to price services above or below the full cost of service calculation, is the same as making a decision to over-charge, and/or subsidize that service.
- ¶ Comparative agencies may or may not base their fee amounts on the estimated and reasonable cost of providing services. NBS did not perform the same level of analysis provided for this Study on the comparative agencies' fees. Furthermore, the cost of providing a particular service in a comparative agency may be different than the cost of providing the same service in the City of Indio.

- ¶ Comparative fee survey efforts are often non-conclusive for many fee categories. Comparison agencies typically use varied terminology for provision of similar services.

In general, NBS reasonably attempts to source each comparison agency's fee schedule from the Internet, and compile a comparison of fee categories and amounts for the most readily comparable fee items that match the client's existing fee structure.

## Data Sources

The following City-published data sources were used to support the cost of service analysis and fee establishment phases of this Study:

- ¶ The City of Indio's adopted Budget for Fiscal Year 2019-20 for all Departments/Divisions except Building which is based on Fiscal Year 2020-21 adopted Budget
- ¶ A complete listing of all City personnel, salary/wage rates, regular hours, paid benefits, and paid leave amounts
- ¶ Various correspondences with the City staff supporting the adopted budget's detail and current fees
- ¶ Prevailing fee schedules provided by each involved department
- ¶ Annual workload data provided by each involved department
- ¶ Overhead Cost Allocation Plan provided by the City's Finance Department<sup>1</sup>

The City's budget is the most significant source of information affecting cost of service results. NBS did not audit or validate the City's financial management and budget practices, nor was cost information adjusted to reflect different levels of service or any specific, targeted performance benchmarks. This Study has accepted the City's budget as a legislatively adopted directive describing the most appropriate and reasonable level of City spending. Consultants accept the City Council's deliberative process and ultimate acceptance of the budget plan and further assert that through that legislative process, the City has yielded a reasonable expenditure plan, valid for use in setting cost-based fees.

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<sup>1</sup> *Cost Allocation Plan for Use in Fiscal Year 2017-18*, June 27, 2017. Prepared by NBS for the City of Indio. Adjusted by CPI.



## Section 2 – Finance

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The Finance Department manages the financial affairs of the City including the Redevelopment Agency and the Indio Water Authority. Responsibilities include providing financial information to the City Manager and City Council regarding the fiscal affairs of the City, preparing the annual budget, monitoring expenditures for compliance with the budget, preparing financial reports, administering the payroll, accounts payable and accounts receivable programs, cashiering, business license administration, purchasing and Management Information Systems.

### Cost of Service Analysis

The Finance Department provides a minor amount of direct fee for service activities. For purposes of establishing the full cost of providing fee for service activities, NBS developed one composite fully-burdened blended hourly rate for the Finance Department.

Cost Element	Direct Services
Labor	\$ 789,772
Recurring Non-Labor	262,688
Citywide Overhead	277,317
Division Administration	767,015
<b>Department Total</b>	<b>\$ 2,096,792</b>
<b>Fully Burdened Hourly Rate</b>	<b>\$ 169</b>
<i>Reference: Direct Hours Only</i>	<b>12,418</b>

Section 1, Cost of Service Analysis, of this report describes the types of expenditures and allocated costs considered in the development of these rates. All subsequent fee calculations will incorporate the fully burdened hourly rate of **\$169** for Finance Services.

### Fee Establishment

The list of fees shown in Appendix A.1 to this report did not incur many significant changes, deletions, or additions from the City's prior fee schedule. The most significant change was removal of Short Term Rental Application processing fees, per the City's recent change in approach to this program. These services are now combined with the business licensing process.

### Cost Recovery Evaluation

Appendix A.1 presents the results of the detailed cost recovery analysis for the Finance Department's fee services. The "Cost of Service per Activity" column establishes the maximum adoptable fee amount for the corresponding service identified in the "Fee Description" list.

The Finance Department’s fees currently recover approximately 29% of the cost of providing services. As shown in the following table, the City collects approximately \$232,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would generate approximately \$794,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Finance	\$ 232,140	\$ 793,922	\$ (561,782)	29%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 3 – Planning

The Planning Division prepares a variety of short, mid, and long-range plans. These plans direct and guide residential, commercial, and industrial development by encouraging land uses that are compatible, sustainable, and most beneficial to the community. The Planning Division’s duties include Administration of the General Plan, Processing Entitlement Applications, Verifying Zoning, Issuance of Temporary/Special Land Use Permits, Issuance of Sign/Banner Permits, and Conducting Environmental Assessment/Compliance pursuant to CEQA.

### Cost of Service Analysis

The following categorizes the Planning Division’s costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Cost Element	Advance Planning Duties	Public Art Program	Public Counter Duty / General Information	Direct Services and Activities	Total
Labor	\$ 59,545	\$ 56,564	\$ 129,449	\$ 264,697	\$ 510,254
Recurring Non-Labor	26,142	24,833	56,831	141,209	249,015
Department and Citywide Overhead	23,761	22,572	51,656	105,627	203,616
Allocated Common Activities	38,900	36,952	84,567	181,808	342,227
<b>Department Total</b>	<b>\$ 148,349</b>	<b>\$ 140,920</b>	<b>\$ 322,504</b>	<b>\$ 693,341</b>	<b>\$ 1,305,113</b>
Cost Recovery Targeted from Fees	0%	0%	33%	100%	61%
Amount Targeted for Consideration in Billings/Fees	-	-	106,426	693,341	799,767
Amount Requiring Another Funding Source	148,349	140,920	216,077	-	505,346
<b>Fully Burdened Hourly Rate</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27</b>	<b>\$ 174</b>	<b>\$ 201</b>
			<i>Reference: Direct Hours Only</i>		<b>3,985</b>

All subsequent cost of service calculations at the individual fee level assume a fully burdened hourly rate of **\$201**, with a maximum cost recovery amount of approximately \$800,000 in costs from fees for service.

The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- N **Advance Planning Duties** – Planning staff support the ongoing maintenance and cyclical update of the City’s General Plan (GP) and local zoning ordinances. These costs do not apply directly toward recovery from planning and zoning review fees, however, they could be considered for funding through a General Plan Maintenance and Update Surcharge. The City chose not to pursue this option at this time based on past policy.
- N **Public Art Program** – Tasks and activities associated with administering the City’s Public Art Program. These costs are not recoverable in planning application fees for service, and require an alternate funding source.

- N **Public Counter / General Information Services** – City staff respond to phone calls, walk-in customers, and informational requests that support both active permits and the overall development review process in general. Some portion of costs for provision of general public information and assistance reasonably apply toward recovery from fees. Planning staff estimated that approximately 33% of these costs support land use application review activities, while the remaining costs should not be considered in the calculation of fees for services. The remaining 66% of the costs of providing public information services requires funding from sources other than fees.
- N **Direct Services and Activities** – Development review and approval comprises the majority of this Division’s work efforts. 100% of these costs apply toward recovery from the Division’s routine types of fees for service.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

### Fee Establishment

Several notable changes occurred to the list of fees presented in Appendix A.2 to this report. Fees for permitting of public sales of goods such as Sidewalk Sales, Outdoor Sales, Rummage Sales, etc. previously processed by the Community Services Department are now under Planning’s direction. New fee items were added for sign permits to delineate between single sign and multiple sign projects, and a new fee was added for processing of an Administrative Time Extension. Two fee items were deleted for services no longer provided by the Planning Division: Assessment District Review, and Community Services Fees.

### Cost Recovery Evaluation

Appendix A.2 presents the results of the detailed cost recovery analysis for the Planning Division’s fees for service. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Description” list.

The Planning Division’s fees currently recover approximately 54% of the cost of providing services. As shown in the following table, the City collects approximately \$336,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would generate approximately \$624,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Planning	335,800	624,491	(288,691)	54%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City's Staff Report to Council.

## Section 4 – Public Works Engineering Fees

The Engineering Services Division provides a variety of services including review and approval of development site improvement plans and inspection of developer installed facilities. Staff also manages the design and construction contracts for capital improvement projects such as roads, street maintenance and rehabilitation, bridges, traffic signals and drainage.

### Cost of Service Analysis

The following categorizes the Engineering Services Division’s costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Cost Element	General Public Information	CIP/Other	Direct Permit Processing / Project Review	Total
Labor	\$ 79,575	\$ 202,172	\$ 460,026	\$ 741,772
Recurring Non-Labor	32,631	82,904	188,643	304,178
Department and Citywide Overhead	33,705	85,632	194,850	314,187
Allocated Common Activities	72,383	183,898	418,447	674,728
<b>Department Total</b>	<b>\$ 218,295</b>	<b>\$ 554,607</b>	<b>\$ 1,261,965</b>	<b>\$ 2,034,866</b>
Cost Recovery Targeted from Fees	85%	0%	100%	71%
Amount Targeted for Consideration in Billings/Fees	185,550	-	1,261,965	1,447,515
Amount Requiring Another Funding Source	32,744	554,607	-	587,351
<b>Fully Burdened Hourly Rate</b>	<b>\$ 32</b>	<b>\$ -</b>	<b>\$ 215</b>	<b>\$ 247</b>
			<i>Reference: Direct Hours Only</i>	<b>5,862</b>

All subsequent cost of service calculations at the individual fee level assume a fully burdened hourly rate of **\$247**, with a maximum cost recovery amount of approximately \$1,448,000 in costs from fees for service.

The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- N **General Public Information** – City staff respond to phone calls, walk-in customers, and informational requests that support both active permits and the overall development review process in general. Some portion of costs for provision of general public information and assistance reasonably apply toward recovery from fees. Engineering staff estimated that approximately 85% of these costs support land use application review activities, while the remaining costs should not be considered in the calculation of fees for services. The remaining 15% of the costs of providing public information services requires funding from sources other than fees.

- N **CIP/Other** - Capital Improvement Program support is provided to meet the infrastructure development and maintenance needs of the City. These costs are not included in recovery from fees.
- N **Direct Permit Processing / Project Review** – Development review and approval comprises the majority of this Division’s work efforts. 100% of these costs apply toward recovery from the Division’s routine types of fees for service.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

### Fee Establishment

The list of fees shown in Appendix A.3 to this report reflects the most significant changes from the City’s prior fee schedule than any other department studied. Notably, restructuring, renaming, and renumbering most of the Division’s fees. The revised fee schedule better separates costs associated with City staff’s efforts to process plan submittals and project review requests from contracted services providers that perform technical review. Additionally, several fee categories were renamed to better align with the type of service provided.

### Cost Recovery Evaluation

Appendix A.3 presents the results of the detailed cost recovery analysis for the Public Works Department’s fees. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Description” list.

The City’s Engineering Services Division fees currently recover approximately 77% of the cost of providing services. As shown in the table below, the City collects approximately \$1.2 million per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would generate approximately \$1.6 million.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Public Works Engineering	1,215,674	1,581,024	(365,350)	77%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 5 – Building & Safety Division Fees

The Building and Safety Division is responsible for reviewing building plans, issuing building permits, and performing building inspections. The Building and Safety Division’s duties include Reviewing Applications for and issue Building Permits, Building inspections, Code Enforcement support, Business License support, Addressing assignments.

### Cost of Service Analysis

The following categorizes the Building Division’s costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Cost Element	Public Counter / General Information	Building Related Code Enforcement	Direct Activities and Services	Total
Labor	\$ 97,850	\$ 68,931	\$ 1,059,713	\$ 1,226,494
Recurring Non-Labor	28,383	19,995	357,393	405,771
Citywide Overhead	6,734	4,744	72,930	84,408
Allocated Common Activities	50,355	35,473	564,279	650,107
<b>Division Total</b>	<b>\$ 183,322</b>	<b>\$ 129,143</b>	<b>\$ 2,054,315</b>	<b>\$ 2,366,780</b>
Cost Recovery Targeted from Fees	90%	0%	100%	94%
Amount Targeted for Consideration in Billings/Fees	164,990	-	2,054,315	2,219,305
Amount Requiring Another Funding Source	18,332	129,143	-	147,475
<b>Fully Burdened Hourly Rate</b>				<b>\$ 148</b>
			<i>Reference: Direct Hours Only</i>	<b>15,028</b>

All subsequent cost of service calculations at the individual fee level assume a fully burdened hourly rate of **\$148**. The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- N **Public Counter Duty** – Staff time devoted to responding to phone calls and public inquiries not specifically associated with an active permit. Typically, some portion of costs for provision of general public information and assistance are not linked for recovery from fees for planning applications. Building staff estimates approximately 90% is associated with building plan review submittal and project inspection activities, while another 10% of the remaining costs should be considered Non-fee recoverable.
- N **Building Code Enforcement** – Work activities in response to a complaint received by the Building Division related to violation of a prior condition of approval, City Ordinance or State law. Includes complaint investigation, follow up, and any associated abatement or enforcement actions. None of these costs have are recommended for recovery in the City’s user and regulatory fees for service.



- N **Direct Services** - Work activities associated with an active building permit applications. 100% of these costs are recoverable in Building user and regulatory fees for service.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

## Fee Establishment

The list of fees shown in Appendix A.4 to this report did not incur many significant changes, deletions, or additions from the City’s prior fee schedule. The primary focus of the Building Division’s fee analysis was to ensure costs of providing services are distributed equitably between the varying types of project sizes and scopes typically seen in city building departments.

## Cost Recovery Evaluation

Appendix A.4 presents the results of the detailed cost recovery analysis for the City’s Building fees. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Name” list.

The City’s Building fees currently recover approximately 99% of the Building Division’s cost of providing services. As shown in the following table, the City collects approximately \$2.05 million per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would also generate approximately \$2.06 million.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Building & Safety	2,051,208	2,063,478	(12,270)	99%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 6 – Fire Prevention Fees

The City of Indio Fire Services Prevention Office performs the following functions and services:

- ℵ Adopts and enforces codes and ordinances relative to fire and life safety issues associated with commercial, industrial, and residential development.
- ℵ Coordinates the inspection of commercial buildings, and enforces hazardous materials regulations.
- ℵ Works with developers and City planning departments on development projects impacting fire protection services, from conception through planning process approval.
- ℵ Conducts new construction inspections, fire safety inspections, and State Fire Marshal-required inspections (including high rise, jail, board and care, and day care inspections), and enforces applicable fire codes and ordinances.
- ℵ Interacts with developers, architects, and engineers to meet the fire protection requirements for buildings and developments by reviewing all architectural blue prints, development plans, and proposals submitted in the City of Indio.
- ℵ Administers public education programs and services to children, adults, seniors, and various groups in the community.
- ℵ Coordinates the Business Inspection program, so all the businesses within the City of Indio are routinely evaluated for Fire and Life Safety hazards.

City Fire Prevention Services are provided via a contract with County of Riverside and Cal Fire (State). The focus of this analysis sought to define the contracted costs, as well as other City costs associated with these services, and incorporate both into an updated fee structure for the City of Indio.

### Cost of Service Analysis

The following table categorizes the Fire Department’s costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Cost Element	Public Education / Coordination	Direct Services and Activities	Total
Labor	\$ 26,398	\$ 671,689	\$ 698,087
Recurring Non-Labor	2,064	52,527	54,591
Department and Citywide Overhead	4,957	126,126	131,083
Allocated Common Activities	14,777	375,993	390,770
<b>Department Total</b>	<b>\$ 48,196</b>	<b>\$ 1,226,334</b>	<b>\$ 1,274,530</b>
Cost Recovery Targeted from Fees	0%	100%	96%
Amount Targeted for Consideration in Billings/Fees	-	1,226,334	1,226,334
Amount Requiring Another Funding Source	48,196	-	48,196
<b>Fully Burdened Hourly Rate</b>	<b>\$ -</b>	<b>\$ 150</b>	<b>\$ 150</b>
	<i>Reference: Direct Hours Only</i>		<b>8,174</b>

All subsequent cost of service calculations for Fire Prevention fee activities at the individual fee level assume a fully burdened hourly rate of **\$150**.

The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- ¶ **Public Education/ Coordination** – Prevention staff facilitate a number of public education programs every year, and staff regional and statewide fire prevention committees, task forces and policy panels. These costs are not recoverable in Fire Prevention user and regulatory fees for service, and require an alternate funding source.
- ¶ **Direct Services and Activities** – Work activities associated with active permits, plan reviews, or inspection activities. 100% of these costs are recoverable in Fire Prevention user and regulatory fees for service.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

## Fee Establishment

The list of fees shown in Appendix A.5 to this report did incur a few deletions and additions from the City's prior fee schedule. Notably, many fee categories were renamed to better align with the current Fire Code. New fees added include:

- ¶ Alternate Material Method Requests
- ¶ Install or Modification of Fire Pumps and Related Equipment
- ¶ Plan Review and/or Inspection of Gates and Barricades Across Fire Apparatus Access Roads
- ¶ Plan Review and/or Inspection of (new) Single or Duplex Family Dwellings
- ¶ California Fire Code Permit fees for Carbon Dioxide Systems/Beverage Dispensing
- ¶ Radio Building Amplification System review
- ¶ Reinspection fees for 3<sup>rd</sup> and subsequent re-inspections

Deleted fees include Aircraft Refueling permits (now combined with Aviation Facilities permits), and renewal permits for Battery Systems.

**Cost Recovery Evaluation**

Appendix A.5 presents the results of the detailed cost recovery analysis for the City’s Fire Prevention fees. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Name” list.

The City’s Fire Prevention fees currently recover approximately 52% of the Fire Department’s cost of providing services. As shown in the table below, the City collects approximately \$462,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would also generate approximately \$883,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Fire Prevention	461,623	883,233	(421,610)	52%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 7 – Community Services Fees

The Community Services Department serves as the City's liaison with the Community Services Commission, citizen committees, community groups and residents. It develops, implements and manages a variety of creative programs for youth, senior citizens, special events and the golf course. Coordinates City activities with the Desert Recreation District, school districts, Boys and Girls Club and other non-profit organizations.

### Cost of Service Analysis

The following table categorizes the Community Service Department's costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Cost Element	Permitted Events	Non Permitted Events	Concerts	Other City Programs
Labor	\$ 42,359	\$ 17,044	\$ 30,378	\$ 19,906
Recurring Non-Labor	27,324	25,983	16,010	124,491
Citywide Overhead	26,161	10,527	18,761	12,294
Division Administration	5,607	3,133	3,811	9,166
<b>Department Total</b>	<b>\$ 101,451</b>	<b>\$ 56,686</b>	<b>\$ 68,960</b>	<b>\$ 165,857</b>
<b>Fully Burdened Hourly Rate</b>	<b>\$ 268</b>	n/a	n/a	n/a
<i>Reference: Direct Hours Only</i>	<b>378</b>	n/a	n/a	n/a

The primary focus of this study was to determine the costs of providing fee related services for routine types of "permitted events", and translate those costs into a schedule of fees. Applications for these permitted events are processed by the Community Services Department. Examples of permitted events include Special Events Permits, Garage Sale permits, Circus, Carnival, Auctions, or other types of outdoor events that require a permit. The costs and hourly rate associated with these services as shown above are 100% recoverable in fees for services. All subsequent cost of service calculations for Community Service fees assume a fully burdened hourly rate of **\$268**.

The Department also facilitates various types of "non-permitted" events. Examples include training activities taking place in City-owned facilities. In these instances, the City's current policy is to charge facility rental rates where they may apply, but not to recovery for the staff time, and therefore cost, of providing these services.

The City of Indio is the location of several major events every year, noted above as "Concerts". These events are approved and coordinated by the Community Services Department. Recovery of the Department's time, as well as any other required City services are established through separate agreements with each event applicant. These agreements allow for all City support services to be

recovered on a “time and materials” basis. Should the City wish to charge a fully burdened hourly rate for Community Services Department staff services, the \$268 per hour would also reasonably apply to these contracts for major events.

Finally, the Community Services Department is responsible for several other City programs that are not fee recoverable and mostly funded by grants or the General Fund. Examples of these services include the City’s programs and assistance available to teens and seniors, and other types of City-sponsored special events.

## Fee Establishment

The list of fees shown in Appendix A.6 to this report were significantly restructured from the City’s existing approach.

NBS consultants worked with the City to categorize the types and timing of events typically approved by the Department. In doing so, a better cost recovery policy discussion is available to the City. The fee structure now separates between the level of effort required to approve events without concerts, and several “categories” of other types of events as follows:

- Category 1: Recreation, Competition/Contests, Spectator Sports, Athletic Events, Circuses, Fairs, and Carnivals, Food-related Events. Fee amount may vary by the amount of “advance notice” received per application/request.
- Category 2: Events not included in Category 1, which require a permit from Building and Safety and/or the Fire Department for the placement of a tent, canopy, or other temporary structure.
- Category 3: Events not included in Category 1 or 2 which do not require a permit from Building and Safety and/or the Fire Department (e.g. marches, parades, demonstrations, fundraiser events or walks).
- DSUSD Events

The fee schedule established aims to recover the costs of receiving and approving an event application. Fees and hourly costs from other Departments may apply for actual staffing or support of the event itself.

In addition to these changes, several fees moved from Community Services to the Planning Division, such as fees for permitting the public’s sales of goods such as Sidewalk Sales, Outdoor Sales, Rummage Sales, etc.

## Cost Recovery Evaluation

Appendix A.6 presents the results of the cost recovery analysis for the City’s Community Services Department. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Description” list.

Community Service fees currently recover approximately 39% of the cost of providing services. As shown in the following table, the City collects approximately \$60,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would generate approximately \$154,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Community Services	60,238	153,795	(93,557)	39%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 8 – Police Fees

The scope of user and regulatory fees analysis for Police focus almost exclusively on various administrative processing fees such as fingerprints, records copies, permits, code enforcement, and vehicle impound or release.

### Cost of Service Analysis

The majority of services provided by the Police Department are not recoverable through user/regulatory fees for service. For purposes of establishing the full cost of service for each fee for service provided by Police, NBS calculated the following fully burdened hourly rates for Support Services, Field Services, Investigative Services, Traffic, Code Enforcement, and Other Non-General Fund Activities classifications in the Police Department.

Cost Element	Support Services - Direct Fee Related Services	Field Services	Investigative Services	Traffic	Code Enforcement	Other Non-General Fund Activities
Labor	\$ 74,294	\$ 10,228,679	\$ 3,460,518	\$ 640,933	\$ 1,176,799	\$ 149,020
Recurring Non-Labor	25,788	2,905,446	868,832	333,524	502,028	85,318
Citywide Overhead	8,232	781,620	372,698	60,218	151,109	7,123
Division Administration	33,972	4,364,561	1,474,759	324,518	573,945	75,732
<b>Department Total</b>	<b>\$ 142,287</b>	<b>\$ 18,280,306</b>	<b>\$ 6,176,807</b>	<b>\$ 1,359,193</b>	<b>\$ 2,403,881</b>	<b>\$ 317,193</b>
<b>Fully Burdened Hourly Rate</b>	<b>\$ 146</b>	<b>\$ 185</b>	<b>\$ 218</b>	<b>\$ 256</b>	<b>\$ 124</b>	<b>\$ 179</b>
<i>Reference: Direct Hours Only</i>	<b>975</b>	<b>99,008</b>	<b>28,288</b>	<b>5,304</b>	<b>19,448</b>	<b>1,768</b>

All subsequent cost of service calculations at the individual fee level assume the applicable fully burdened hourly rates as shown above.

### Fee Establishment

The list of fees shown in Appendix A.7 to this report did not incur many significant changes, deletions, or additions from the City's prior fee schedule.

### Cost Recovery Evaluation

Appendix A.7 presents the results of the cost recovery analysis for the City's Police Department. The "Cost of Service per Activity" column establishes the maximum adoptable fee amount for the corresponding service identified in the "Fee Description" list.

Police Department fees currently recover approximately 37% of the cost of providing services. As shown in the following table, the City collects approximately \$255,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would generate approximately \$686,000.



Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Police	255,011	686,129	(431,118)	37%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 9 – Conclusion

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Based on the outcomes of the Cost of Service Analysis, Fee Establishment, and Cost Recovery Evaluation presented in this Study, the proposed Master Fee Schedule has been prepared for implementation and included in the City’s Staff Report.

As discussed throughout this report, the intent of the proposed fee schedule is to improve the City’s recovery of costs incurred to provide individual services, as well as adjust fees where the fees charged exceed the average costs incurred. Predicting the amount to which any adopted fee increases will affect City revenues is difficult to quantify. For the near-term, the City should not count on increased revenues to meet any specific expenditure plan. Experience with the revised fee amounts should be gained first before revenue projections are revised. However, unless there is some significant, long-term change in activity levels at the City, proposed fee amendments should enhance the City’s cost recovery performance over time, providing it the ability to stretch other resources further for the benefit of the public at-large.

The City’s Master Fee Schedule should become a living document, but handled with care:

- A fundamental purpose of the fee schedule is to provide clarity and transparency to the public and to staff regarding fees imposed by the City. Once adopted by City Council, the fee schedule is the final word on the amount and method in which fees should be charged and supersedes all previous fee schedules. If it is discovered that the master document is missing certain fees, those fees will eventually need to be added to the master fee schedule and should not exist outside the consolidated, master framework.
- The City should consider adjusting these user fees and regulatory fees on an annual basis to keep pace with cost inflation. For all fees and charges, for example, the City could use a Consumer Price Index adjustment that is applied to the new fee schedule. Conducting a comprehensive user fee Study is not an annual requirement, and only becomes worthwhile over time as shifts in organization, local practices, legislative values, or legal requirements result in significant change.

As a final note, it is worth mentioning the path that fees, in general, have taken in the State of California. In recent years, there is more public demand for the precise and equitable accounting of the basis for governmental fees and a greater say in when and how they are charged. It is likely that into the future, user and regulatory fees will require an even greater level of analysis and supporting data to meet the public’s growing expectations. An agency’s ability to meet these new pressures will depend on the level of technology they invest in their current systems. Continuous improvement and refinement of time tracking abilities will greatly enhance the City’s ability to set fees for service and identify unfunded activities in years to come.

*Disclaimer: In preparing this report and the opinions and recommendations included herein, NBS has relied on a number of principal assumptions and considerations with regard to financial matters, conditions and events that may occur in the future. This information and assumptions, including the City’s budgets, time estimate data, and workload information from City staff, were provided by sources we believe to be reliable; however, NBS has not independently verified such information and assumptions. While we believe NBS’ use of such information and assumptions is reasonable for the purpose of this report, some assumptions will invariably not materialize as stated herein and may vary significantly due to unanticipated events and circumstances. Therefore, the actual results can be expected to vary from those projected to the extent that actual future conditions differ from those assumed by us or provided to us by others.*

## ***APPENDIX A.1***

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### ***Cost of Service Analysis – Finance***

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>BUSINESS LICENSE</b>										
1	New license or change in ownership	[1] [4]	0.50	\$ 169	\$ 84	\$ 60	71%	1,600	\$ 96,000	\$ 135,076
2	License renewal, annual	[4]	0.25	\$ 169	\$ 42	\$ 20	47%	3,440	\$ 68,800	\$ 145,207
3	Change of business location		0.25	\$ 169	\$ 42	\$ 15	36%	20	\$ 300	\$ 844
4	Additional vehicle license sticker (per sticker)		n/a	\$ 169	\$ -	\$ 2	%	20	\$ 40	\$ -
6	Duplicate license		0.25	\$ 169	\$ 42	\$ 5	12%	100	\$ 500	\$ 4,221
7	Business close out license (non jewelry) \$110.68					\$ 25				
8	Business close out license (with jewelry) \$110.68					\$ 100				
<b>LONG-TERM RESIDENTIAL RENTAL BUSINESS LICENSE</b>										
9	Subject to Business License fees, above									
<b>SHORT-TERM RESIDENTIAL RENTAL BUSINESS LICENSE &amp; OCCUPANCY CERTIFICATE</b>										
10	Subject to Business License fees, above, plus Annual Regulatory Fee									
11	Annual Regulatory Fee - Code Enforcement Finance - STR Consultant				\$ 41					
	Code Enforcement		5.00	\$ 124	\$ 618					
	<b>Subtotal:</b>		5.00		\$ 659	\$ -	0%	707	\$ -	\$ 465,869
<b>ALARM PERMIT</b>										
12	Alarm Permit Application – new	[2] [3]	0.08	\$ 169	\$ 14	\$ 30	222%	420	\$ 12,600	\$ 5,673
13	Alarm Permit Application – renewal	[2] [3]	0.08	\$ 169	\$ 14	\$ 20	148%	2,600	\$ 52,000	\$ 35,120
<b>BINGO LICENSE</b>										
14	Bingo - new		0.50	\$ 169	\$ 84	\$ 50	59%	1	\$ 50	\$ 84
15	Bingo - renewal		0.25	\$ 169	\$ 42	\$ 50	118%	3	\$ 150	\$ 127
<b>MISCELLANEOUS</b>										
16	Returned Check Fee - First Item (Cal Civil Code §1719)		n/a	n/a	n/a	\$ 25	n/a	50	\$ 1,250	\$ 1,250
17	Returned Check Fee - Each Additional Item (Cal Civil Code §1719)		n/a	n/a	n/a	\$ 35	n/a	10	\$ 350	\$ 350
18	Copies (per page)		n/a	n/a	n/a	\$ 0.10	n/a	1,000	\$ 100	\$ 100
<b>TOTAL</b>									\$ 232,140	\$ 793,922

**[Notes]**

- [1] Other City departmental fees may apply, such as building inspection, fire inspection, and planning review fees
- [2] Seniors, 65 years of age and older, do not pay a fee for this permit
- [3] City permit fees are not in-lieu of service fees for facilitation and monitoring of alarm systems
- [4] Fees do not cover business tax obligations

## ***APPENDIX A.2***

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### ***Cost of Service Analysis – Planning***

CITY OF INDIO  
 PLANNING USER & REGULATORY FEE ANALYSIS  
 Cost of Service Analysis for Fee Related Services and Activities

APPENDIX A.2

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>ZONING</b>										
	Change of Zone		40.00	\$ 201	\$ 8,028	\$ 5,000	62%	0	\$ -	\$ -
	Variance - Minor		20.00	\$ 201	\$ 4,014	\$ 2,500	62%	2	\$ 5,000	\$ 8,028
	Variance - Major		30.00	\$ 201	\$ 6,021	\$ 5,000	83%	0	\$ -	\$ -
	Zoning Text Amendment		40.00	\$ 201	\$ 8,028	\$ 5,500	69%	1	\$ 5,500	\$ 8,028
	Zoning Letter		3.00	\$ 201	\$ 602	\$ 250	42%	13	\$ 3,250	\$ 7,827
	General Plan Map Amendment		50.00	\$ 201	\$ 10,035	\$ 7,500	75%	0	\$ -	\$ -
	Development Agreement		60.00	\$ 201	\$ 12,042	\$ 10,000	83%	2	\$ 20,000	\$ 24,084
	Development Agreement Extension		20.00	\$ 201	\$ 4,014	\$ 5,000	125%	1	\$ 5,000	\$ 4,014
	Development Committee Review Meetings		7.00	\$ 201	\$ 1,405	\$ 1,100	78%	10	\$ 11,000	\$ 14,049
	Conceptual/Specific Plan, Specific Plan Amendment, Project Master Plan		60.00	\$ 201	\$ 12,042	\$ 10,000	83%	0	\$ -	\$ -
<b>CONDITIONAL USE PERMITS</b>										
	Conditional Use Permit - Administrative		25.00	\$ 201	\$ 5,018	\$ 2,500	50%	1	\$ 2,500	\$ 5,018
	Conditional Use Permit - Planning Commission		40.00	\$ 201	\$ 8,028	\$ 4,500	56%	7	\$ 31,500	\$ 56,197
	Conditional Use Permit - Wireless/Antenna		30.00	\$ 201	\$ 6,021	\$ 3,500	58%	0	\$ -	\$ -
<b>SUBDIVISION</b>										
	Tentative Tract Map (> 5 lots)		40.00	\$ 201	\$ 8,028	\$ 8,000	100%	5	\$ 40,000	\$ 40,141
	Tentative Parcel Map (< 5 lots)		30.00	\$ 201	\$ 6,021	\$ 4,000	66%	1	\$ 4,000	\$ 6,021
	Modification of Tentative Map		20.00	\$ 201	\$ 4,014	\$ 3,000	75%	0	\$ -	\$ -
	Map Extension		5.00	\$ 201	\$ 1,004	\$ 1,500	149%	5	\$ 7,500	\$ 5,018
	Reversion to Acreage		35.00	\$ 201	\$ 7,025	\$ 3,000	43%	0	\$ -	\$ -
	Lot Line Adjustment		15.00	\$ 201	\$ 3,011	\$ 1,100	37%	13	\$ 14,300	\$ 39,137
	Certificate of Compliance		7.00	\$ 201	\$ 1,405	\$ 600	43%	0	\$ -	\$ -
<b>ENVIRONMENTAL</b>										
	Statutory/Categorical Exemption		7.00	\$ 201	\$ 1,405	\$ 550	39%	11	\$ 6,050	\$ 15,454
	Initial Study		25.00	\$ 201	\$ 5,018	\$ 2,500	50%	0	\$ -	\$ -
	Negative Declaration (Deposit)		15.00	\$ 201	\$ 3,011	\$ 2,500	83%	2	\$ 5,000	\$ 6,021
	EIR (Deposit)		80.00	\$ 201	\$ 16,056	\$ 10,000	62%	1	\$ 10,000	\$ 16,056
<b>DESIGN REVIEW</b>										
	Design Review - Administrative		15.00	\$ 201	\$ 3,011	\$ 2,500	83%	5	\$ 12,500	\$ 15,053
	Design Review - Planning Commission		30.00	\$ 201	\$ 6,021	\$ 4,000	66%	7	\$ 28,000	\$ 42,148

CITY OF INDIO  
 PLANNING USER & REGULATORY FEE ANALYSIS  
 Cost of Service Analysis for Fee Related Services and Activities

APPENDIX A.2

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>OTHER</b>										
	Annexation Review - Property Owner Initiated		80.00	\$ 201	\$ 16,056	\$ 15,000	93%	0	\$ -	\$ -
	Codes, Covenants & Restrictions (CC&R's) Review		10.00	\$ 201	\$ 2,007	\$ 700	35%	1	\$ 700	\$ 2,007
	Public Convenience & Necessity		25.00	\$ 201	\$ 5,018	\$ 1,000	20%	4	\$ 4,000	\$ 20,070
	Sidewalk Sale		2.00	\$ 201	\$ 401	\$ 200	50%	3	\$ 500	\$ 1,004
	Outdoor Sale		2.00	\$ 201	\$ 401	\$ 200	50%	3	\$ 500	\$ 1,004
	Rummage Sale		2.00	\$ 201	\$ 401	\$ 200	50%	3	\$ 500	\$ 1,004
	Parking Lot Sale		2.00	\$ 201	\$ 401	\$ 200	50%	3	\$ 500	\$ 1,004
	Promotional Events		2.00	\$ 201	\$ 401	\$ 200	50%	3	\$ 500	\$ 1,004
	Christmas Tree Lot		1.00	\$ 201	\$ 201	\$ 100	50%	3	\$ 250	\$ 502
	Parade Concessions		1.00	\$ 201	\$ 201	\$ 100	50%	3	\$ 250	\$ 502
	RV Lot		2.00	\$ 201	\$ 401	\$ 200	50%	3	\$ 500	\$ 1,004
<b>APPEAL FEES</b>										
	Appeal of Staff Decision to Planning Commission		15.00	\$ 201	\$ 3,011	\$ 1,000	33%	1	\$ 1,000	\$ 3,011
	Appeal of Planning Commission Decision to City Council		15.00	\$ 201	\$ 3,011	\$ 1,500	50%	0	\$ -	\$ -
	Single Family Resident (in City)		10.00	\$ 201	\$ 2,007	\$ 500	25%	0	\$ -	\$ -
<b>WILLIAMSON ACT</b>										
	Cancellation Review		n/a	\$ 201	n/a	\$ 5,000	n/a	0	\$ -	\$ -
	Establishment			\$ 201			n/a		\$ -	\$ -
	Enlargement			\$ 201			n/a		\$ -	\$ -
	Disestablishment			\$ 201			n/a		\$ -	\$ -
	Process Fee for Non-Renewal			\$ 201			n/a		\$ -	\$ -
<b>SIGN PERMITS</b>										
	Temporary Banner Permit		2.00	\$ 201	\$ 401	\$ 120	30%	45	\$ 5,400	\$ 18,063
	Temporary Real Estate Sign		2.00	\$ 201	\$ 401	\$ 120	30%	0	\$ -	\$ -
new	Single Sign		2.00	\$ 201	\$ 401	\$ 300	75%	0	\$ -	\$ -
new	Multiple Signs		3.00	\$ 201	\$ 602	\$ 300	50%	56	\$ 16,800	\$ 33,718
<b>MISCELLANEOUS FEES</b>										
	Business License Review		0.50	\$ 201	\$ 100	\$ 75	75%	1,228	\$ 92,100	\$ 123,232
	Miscellaneous Site Inspection		3.00	\$ 201	\$ 602	\$ 200	33%	0	\$ -	\$ -
	Special / Temporary Use Permit - Administrative		10.00	\$ 201	\$ 2,007	\$ 500	25%	0	\$ -	\$ -
	Special / Temporary Use Permit - Requiring Public Hearing		30.00	\$ 201	\$ 6,021	\$ 750	n/a	0	\$ -	\$ -
new	Administrative Time Extension		5.00	\$ 201	\$ 1,004	\$ -	n/a	0	\$ -	\$ -

CITY OF INDIO  
 PLANNING USER & REGULATORY FEE ANALYSIS  
 Cost of Service Analysis for Fee Related Services and Activities

APPENDIX A.2

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>BUILDING PLAN REVIEW / LANDSCAPE PLAN REVIEW</b>										
	Repeat Tract Home / Other Residential Additions or Improvements / Commercial Tenant Improvement		5.00	\$ 201	\$ 1,004	\$ 100	10%	12	\$ 1,200	\$ 12,042
	New Commercial/Multifamily/Mixed Use		5.00	\$ 201	\$ 1,004	\$ 750	75%	0	\$ -	\$ -
<b>BUILDING / LANDSCAPE INSPECTION</b>										
	Building / Landscape Inspections (fee is per building permit)		1.50	\$ 201	\$ 301	\$ -	0%	309	\$ -	\$ 93,026
<b>SMALL WIRELESS FACILITY PERMITS</b>										
	Single up-front permit, per individual attachment, up to five (5)	[1]				\$ 500			\$ -	\$ -
	Each additional attachment > five (5)					\$ 100				
	Per new pole to be installed in the city right of way					\$ 1,000				
	Recurring annual small wireless facility permit, per facility					\$ 270				
<b>TOTAL</b>									<b>\$ 335,800</b>	<b>\$ 624,491</b>

**[Notes]**

[1] Set by City Policy, NBS did not evaluate.



## **APPENDIX A.3**

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### ***Cost of Service Analysis – Public Works Engineering***

CITY OF INDIO

ENGINEERING

Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.3

Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>I</b>	<b>LEGALS</b>										
1	Final Parcel / Tract Map and Map Amendments										
	Map Filing Fee - City staff Processing of Submittal	per project		4.00	\$ 247	\$ 988	\$ 800	81%	8	\$ 6,400	\$ 7,902
	Final Parcel / Tract Map and Map Amendments (Consultant Review)		[4]								
	Submittals with 1-5 sheets in quantity	per sheet		n/a	n/a	\$ 650	\$ 1,500	231%	2	\$ 3,000	\$ 1,300
	Submittals with 6-15 sheets in quantity	per sheet		n/a	n/a	\$ 625	\$ 1,500	240%	1	\$ 1,500	\$ 625
	Submittals with 16+ sheets in quantity	per sheet		n/a	n/a	\$ 600	\$ 1,500	250%		\$ -	\$ -
	Additional plan check services for 4th and subsequent submittals	hourly		n/a	n/a	\$ 150	\$ -	0%	0	\$ -	\$ -
2	Legal Description and Plot Plan	per project									
	City Staff Processing Fee			2.00	\$ 247	\$ 494	\$ -	0%	25	\$ -	\$ 12,346
	Consultant Review		[4]	4.00	\$ 150	\$ 600	\$ 1,071	179%	25	\$ 26,775	\$ 15,000
3	Certificate of Correction										
	City Staff Processing Fee	per project		2.00	\$ 247	\$ 494	\$ -	0%	5	\$ -	\$ 2,469
	Consultant Review	per project	[4]	3.00	\$ 150	\$ 450	\$ 357	79%	5	\$ 1,785	\$ 2,250
<b>II</b>	<b>PLAN CHECK</b>										
1	Mass Grading Plans	per sheet		8.00	\$ 247	\$ 1,975	\$ 1,600	81%	1	\$ 1,600	\$ 1,975
2	Signing and Striping Plans										
	City Staff Processing Fee	per project		2.00	\$ 247	\$ 494	\$ -	0%	4	\$ -	\$ 1,975
	Consultant Review	per sheet	[4]	8.00	\$ 150	\$ 1,200	\$ 1,600	133%	4	\$ 6,400	\$ 4,800
3	Rough Grading Plans	per sheet		10.00	\$ 247	\$ 2,469	\$ 1,900	77%	8	\$ 15,200	\$ 19,754
4	Street Improvement Plans	per sheet		10.00	\$ 247	\$ 2,469	\$ 1,900	77%	37	\$ 70,300	\$ 91,362
5	Precise Grading Plans	per sheet		12.00	\$ 247	\$ 2,963	\$ 2,300	78%	195	\$ 448,500	\$ 577,805

CITY OF INDIO

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Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.3

Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
6	Traffic Signal Plans										
	City Staff Processing Fee	per project		2.00	\$ 247	\$ 494	\$ -	0%	4	\$ -	\$ 1,975
	Consultant Review	per sheet	[4]	12.00	\$ 150	\$ 1,800	\$ 2,200	122%	4	\$ 8,800	\$ 7,200
7	Storm Drain Plans	per sheet		8.00	\$ 247	\$ 1,975	\$ 1,700	86%	72	\$ 122,400	\$ 142,229
8	Street Light Plans	per sheet		6.00	\$ 247	\$ 1,482	\$ 1,600	108%	2	\$ 3,200	\$ 2,963
9	Landscape Plan	per sheet		3.00	\$ 247	\$ 741	\$ 1,900	256%	5	\$ 9,500	\$ 3,704
10	Street Name Plan	per sheet		5.00	\$ 247	\$ 1,235	\$ -	0%	5	\$ -	\$ 6,173
11	Utility Plans (sewer, water, fire, etc.)	per sheet		1.50	\$ 247	\$ 370	\$ -	0%	20	\$ -	\$ 7,408
12	Plan Check Revision	per sheet		3.00	\$ 247	\$ 741	\$ 714	96%	17	\$ 12,138	\$ 12,593
13	Additional Plan Check (per add'l plan check submittal after 3 submittals)	per submittal		5.00	\$ 247	\$ 1,235	\$ 1,000	81%	3	\$ 3,000	\$ 3,704
III	<b>REPORTS</b>										
1	SWPPP/NPDES Plans			10.00	\$ 247	\$ 2,469	\$ 2,500	101%	9	\$ 22,500	\$ 22,223
2	WQMP Final			12.00	\$ 247	\$ 2,963	\$ 2,500	84%	12	\$ 30,000	\$ 35,557
3	PM10 Plans & Packet			8.00	\$ 247	\$ 1,975	\$ 2,000	101%	23	\$ 46,000	\$ 45,434
4	Hydrology Report			9.00	\$ 247	\$ 2,222	\$ 2,000	90%	13	\$ 26,000	\$ 28,890
5	WQMP Preliminary			7.00	\$ 247	\$ 1,728	\$ 1,500	87%	11	\$ 16,500	\$ 19,013
6	Soils/Geotechnical Report			7.00	\$ 247	\$ 1,728	\$ 1,500	87%	10	\$ 15,000	\$ 17,285

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Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.3

Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>IV</b>	<b>CONDITION REVIEW</b>										
1	CFD Formation <i>(fee is for City administrative time/cost only, outsourced formation consultant costs charged separately as a pass-through)</i>			30.00	\$ 247	\$ 7,408	\$ 13,564	183%	0	\$ -	\$ -
2	LLMD Formation <i>(fee is for City administrative time/cost only, outsourced formation consultant costs charged separately as a pass-through)</i>			16.00	\$ 247	\$ 3,951	\$ 3,570	90%	0	\$ -	\$ -
3	Special Assessment District Formation <i>(fee is for City administrative time/cost only, outsourced formation consultant costs charged separately as a pass-through)</i>			50.00	\$ 247	\$ 12,346	\$ 14,278	116%	0	\$ -	\$ -
4	Traffic Study Review										
	City Staff Processing Fee	per project		4.00	\$ 247	\$ 988	\$ -	0%	4	\$ -	\$ 3,951
	Description and Plot Plan	per sheet		35.00	\$ 150	\$ 5,250	\$ 6,500	124%	4	\$ 26,000	\$ 21,000
new	Planning Entitlement Review			8.00	\$ 247	\$ 1,975	\$ -	0%	17	\$ -	\$ 33,582
6	Right-of-Way Vacation			15.00	\$ 247	\$ 3,704	\$ 3,570	96%	0	\$ -	\$ -
<b>V</b>	<b>ENCROACHMENT AND INSPECTION PERMIT</b>										
1	Encroachment Permit Processing / Renew Expired Permit			2.00	\$ 247	\$ 494	\$ 357	72%	252	\$ 89,964	\$ 124,450
2	Traffic Control - Plan Review			1.50	\$ 247	\$ 370	\$ 357	96%	58	\$ 20,706	\$ 21,483

CITY OF INDIO  
ENGINEERING

Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.3

Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
3	Street Inspection Fee / On-Site and Off Site Improvements										
	Project Value < \$10,000	flat fee		2.00	\$ 247	\$ 494	\$ 357	72%	155	\$ 55,335	\$ 76,547
	\$10,000	flat fee up to \$10,000		2.00	\$ 247	\$ 494	\$ 357	72%	7	\$ 2,499	\$ 3,457
		each add'l \$1		0.0001	\$ 247	3.09%	2.68%	87%	0	\$ -	\$ -
	\$50,000	base fee @ \$50,000		7.00	\$ 247	\$ 1,728	\$ 1,428	83%	1	\$ 1,428	\$ 1,728
		each add'l \$1		0.0002	\$ 247	4.94%	4.28%	87%	0	\$ -	\$ -
	\$100,000	base fee @ \$100,000		17.00	\$ 247	\$ 4,198	\$ 3,570	85%	2	\$ 7,140	\$ 8,395
		each add'l \$1		0.0001	\$ 247	3.52%	2.86%	81%	0	\$ -	\$ -
	\$500,000	base fee @ \$500,000		74.00	\$ 247	\$ 18,272	\$ 14,992	82%	0	\$ -	\$ -
		each add'l \$1		0.0002	\$ 247	5.14%	16.14%	314%	0	\$ -	\$ -
	\$1,000,000	base fee @ \$1 m		178.00	\$ 247	\$ 43,953	\$ 95,696	218%	0	\$ -	\$ -
		each add'l \$1		0.0002	\$ 247	4.99%	1.24%	25%	0	\$ -	\$ -
	\$2,500,000	base fee @ \$2.5 m		481.00	\$ 247	\$ 118,771	\$ 114,226	96%	0	\$ -	\$ -
		each add'l \$1		0.0002	\$ 247	4.75%	4.57%	96%	0	\$ -	\$ -

CITY OF INDIO

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Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.3

Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
4	Work Without Permit (penalty of 2x original fee amount. Placeholder for MFS, not studied by NBS)										
5	Utility - Annual Blanket Permit			8.00	\$ 247	\$ 1,975	\$ 1,428	72%	18	\$ 25,704	\$ 35,557
6	SWPPP/NPDES Inspection										
	5 acres or less	per project		4.00	\$ 247	\$ 988	\$ 714	72%	3	\$ 2,142	\$ 2,963
	Greater than 5 acres	per project		8.00	\$ 247	\$ 1,975	\$ 714	36%	3	\$ 2,142	\$ 5,926
7	Survey Monument (per lot)			1.00	\$ 247	\$ 247	\$ 179	72%	142	\$ 25,418	\$ 35,063
8	Single Family Residential Final Grading (per lot)			1.50	\$ 247	\$ 370	\$ 357	96%	142	\$ 50,694	\$ 52,595
<b>VII</b>	<b>TRANSPORTATION PERMIT</b>										
1	Single Trip			1.00	\$ 247	\$ 247	\$ 16	6%	154	\$ 2,464	\$ 38,026
2	Annual			1.00	\$ 247	\$ 247	\$ 90	36%	63	\$ 5,670	\$ 15,556
3	Operating Without Permit (penalty of 2x original fee amount. Placeholder for MFS, not studied as part of this scope)										
<b>VIII</b>	<b>MISCELLANEOUS FEES</b>										
1	Plans & Specs for CIP & Land Development Projects (maintain PHL & Addendums)						\$ -				
2	Weed Abatement Charge (per hour)			1.00	\$ 161	\$ 161	\$ 357	222%	0	\$ -	\$ -
3	Traffic Signal Flashing Red (set-up assistance to turn lights to flash and then to normal)		[2]	3.00	\$ 161	\$ 483	\$ 187	39%	10	\$ 1,870	\$ 4,826
4	Street Light Knockdown										
	City staff time			7.00	\$ 161	\$ 1,126	\$ 571	51%	0	\$ -	\$ -
	Materials for repair / replacement of light			n/a			Actual Cost	%	0	\$ -	\$ -

CITY OF INDIO  
ENGINEERING

Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.3

Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
5	Traffic Signal Cabinet Replacement										
	City staff time			22.00	\$ 161	\$ 3,539	\$ 1,222	35%	0	\$ -	\$ -
	Materials for repair / replacement of light			n/a	n/a	\$ 28,741	\$ -	0%	0	\$ -	\$ -
6	Remove & Replace Concrete Sidewalk Panels (each)										
	Option 1: City to Perform Service		[2]	10.00	\$ 161	\$ 1,609	\$ 800	50%	0	\$ -	\$ -
	Option 2: Standard Full Recovery on Outside Contractor Work			n/a			Actual Cost				
7	Overtime / Afterhours Services		[3]								
	Engineering			1.00	\$ 265	\$ 265	\$ -	0%	0	\$ -	\$ -
	Street Maintenance			1.00	\$ 180	\$ 180	\$ -	0%	0	\$ -	\$ -
<b>TOTAL</b>									<b>1,215,674</b>	<b>1,581,024</b>	

[Notes]

- [1] For items not included elsewhere in the fee list, the City Manager or City Manager's designee (PW Director), may establish a reasonable fee amount based on the estimated or actual amount of time required to process the request
- [2] Fee as noted is for work performed during business hours, 6am to 6pm, Monday through Friday. After-hours rates will apply accordingly.
- [3] Minimum number of hours may be required per City MOU Agreements.
- [4] Consultant review fees are based on the estimated costs of services per the contract with the vendor. Rates are subject to change and will be updated to actual costs as needed.

## ***APPENDIX A.4***

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### ***Cost of Service Analysis – Building Safety Division***



Fee No.	Fee Description	Fee Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>BUILDING PLAN CHECK AND PROCESSING FEES</b>											
Total Valuation:			[4]								
	\$1.00 to \$500.00	base fee		0.50	\$ 148	\$ 74	\$ 65	88%	0	\$ -	\$ -
	\$501.00 to \$2,000.00										
	for first \$500.00	base fee @ \$500		0.50	\$ 148	\$ 74	\$ 65	88%	18	\$ 1,170	\$ 1,329
	for each additional \$100.00 (or fraction thereof, to and including \$2,000.00)	each add'l \$100		0.07	\$ 148	\$ 10.53	\$ 9.00	n/a	156	\$ 1,404	\$ 1,643
	\$2,001.00 to \$25,000.00										
	for first \$2,000.00	base fee @ \$2,000		1.57	\$ 148	\$ 232	\$ 200	86%	141	\$ 28,295	\$ 32,801
	for each additional \$1,000.00 (or fraction thereof, to and including \$25,000.00)	each add'l \$1,000		0.01	\$ 148	\$ 1.87	\$ 4.00	n/a	1,569	\$ 6,276	\$ 2,936
	\$25,001.00 to \$50,000.00										
	for first \$25,000.00	base fee @ \$25,000		1.86	\$ 148	\$ 275	\$ 280	102%	50	\$ 14,008	\$ 13,752
	for each additional \$1,000.00 (or fraction thereof, to and including \$50,000.00)	each add'l \$1,000		0.07	\$ 148	\$ 9.93	\$ 20.00	n/a	547	\$ 10,932	\$ 5,429
	\$50,001.00 to \$100,000.00										
	for first \$50,000.00	base fee @ \$50,000		3.54	\$ 148	\$ 523	\$ 775	148%	38	\$ 29,063	\$ 19,620
	for each additional \$1,000.00 (or fraction thereof, to and including \$100,000.00)	each add'l \$1,000		0.12	\$ 148	\$ 18.16	\$ 11.00	n/a	553	\$ 6,080	\$ 10,035
	\$100,001.00 to \$500,000.00										
	for first \$100,000.00	base fee @ \$100,000		9.69	\$ 148	\$ 1,431	\$ 1,300	91%	35	\$ 45,562	\$ 50,153
	for each additional \$1,000.00 (or fraction thereof, to and including \$500,000.00)	each add'l \$1,000		0.00	\$ 148	\$ 0.68	\$ 1.00	n/a	6,754	\$ 6,754	\$ 4,606
	\$500,001.00 to \$1,000,000.00										
	for first \$500,000.00	base fee @ \$500,000		11.54	\$ 148	\$ 1,704	\$ 2,000	117%	17	\$ 33,906	\$ 28,885
	for each additional \$1,000.00 (or fraction thereof, to and including \$1,000,000.00)	each add'l \$1,000		0.02	\$ 148	\$ 2.87	\$ 3.00	n/a	3,588	\$ 10,764	\$ 10,293
	\$1,000,001.00 to \$5,000,000.00										
	for first \$1,000,000.00	base fee @ \$1,000,000		21.25	\$ 148	\$ 3,138	\$ 3,300	105%	8	\$ 26,399	\$ 25,104
	for each additional \$1,000.00 (or fraction thereof, to and including \$5,000,000.00)	each add'l \$1,000		0.01	\$ 148	\$ 1.06	\$ 4.00	n/a	18,112	\$ 72,448	\$ 19,225
	\$5,000,001.00 to \$10,000,000.00										
	for first \$5,000,000.00	base fee @ \$5,000,000		50.00	\$ 148	\$ 7,384	\$ 19,300	261%	0	\$ -	\$ -
	for each additional \$1,000.00 (or fraction thereof, to and including \$10,000,000.00)	each add'l \$1,000		0.01	\$ 148	\$ 1.48	\$ 4.00	n/a	0	\$ -	\$ -
	\$10,000,001.00 and up										
	for first \$10,000,000.00	base fee @ \$10,000,000		100.00	\$ 148	\$ 14,768	\$ 39,300	266%	2	\$ 78,600	\$ 29,536
	for each additional \$1,000.00 (or fraction thereof)	each add'l \$1,000		0.10	\$ 148	\$ 14.77	\$ 4.00	n/a	4,990	\$ 19,960	\$ 73,692

Fee No.	Fee Description	Fee Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>Other Plan Check Fees</b>											
	OTC or Additional Plan Review Due to Revisions to Approved Plans	per 1/2 hr		0.50	\$ 148	\$ 74	\$ 65	88%	0	\$ -	\$ -
	Special Event Plan Review	per hr (min 1-hr)		1.00	\$ 148	\$ 148	\$ 140	95%	0	\$ -	\$ -
	Repeat Plan Review - Tract Homes	per lot		1.00	\$ 148	\$ 148	\$ 140	95%	0	\$ -	\$ -
	Repeat Plan Review - Apartment / Multifamily Building	per building		1.50	\$ 148	\$ 222	\$ 200	90%	9	\$ 1,800	\$ 1,994
	Expedited Plan Review at Actual Internal/External Cost	per request		n/a	n/a	n/a	NEW	%	0	\$ -	\$ -
<b>BUILDING PERMIT FEES</b>											
	Total Valuation:		[4]								
	\$1.00 to \$500.00	base fee		1.00	\$ 148	\$ 148	\$ 140	95%	102	\$ 14,280	\$ 15,063
	\$501.00 to \$2,000.00										
	for first \$500.00	base fee @ \$500		1.00	\$ 148	\$ 148	\$ 140	95%	175	\$ 24,500	\$ 25,844
	for each additional \$100.00 (or fraction thereof, to and including \$2,000.00)	each add'l \$100		0.00	\$ 148	\$ -	\$ 3.00	n/a	1,349	\$ 4,047	\$ -
	\$2,001.00 to \$25,000.00										
	for first \$2,000.00	base fee @ \$2,000		1.00	\$ 148	\$ 148	\$ 140	95%	900	\$ 126,000	\$ 132,911
	for each additional \$1,000.00 (or fraction thereof, to and including \$25,000.00)	each add'l \$1,000		0.04	\$ 148	\$ 6.63	\$ 12.00	n/a	5,691	\$ 68,289	\$ 37,710
	\$25,001.00 to \$50,000.00										
	for first \$25,000.00	base fee @ \$25,000		2.03	\$ 148	\$ 300	\$ 420	140%	229	\$ 96,180	\$ 68,721
	for each additional \$1,000.00 (or fraction thereof, to and including \$50,000.00)	each add'l \$1,000		0.06	\$ 148	\$ 9.60	\$ 10.00	n/a	1,791	\$ 17,910	\$ 17,191
	\$50,001.00 to \$100,000.00										
	for first \$50,000.00	base fee @ \$50,000		3.66	\$ 148	\$ 540	\$ 660	122%	20	\$ 13,200	\$ 10,801
	for each additional \$1,000.00 (or fraction thereof, to and including \$100,000.00)	each add'l \$1,000		0.07	\$ 148	\$ 10.65	\$ 7.00	66%	285	\$ 1,998	\$ 3,041
	\$100,001.00 to \$500,000.00										
	for first \$100,000.00	base fee @ \$100,000		7.26	\$ 148	\$ 1,073	\$ 1,000	93%	375	\$ 375,000	\$ 402,270
	for each additional \$1,000.00 (or fraction thereof, to and including \$500,000.00)	each add'l \$1,000		0.02	\$ 148	\$ 2.71	\$ 3.00	n/a	81,280	\$ 243,840	\$ 220,146
	\$500,001.00 to \$1,000,000.00										
	for first \$500,000.00	base fee @ \$500,000		14.60	\$ 148	\$ 2,156	\$ 2,000	93%	0	\$ -	\$ -
	for each additional \$1,000.00 (or fraction thereof, to and including \$1,000,000.00)	each add'l \$1,000		0.02	\$ 148	\$ 2.54	\$ 3.00	n/a	0	\$ -	\$ -
	\$1,000,001.00 to \$5,000,000.00										
	for first \$1,000,000.00	base fee @ \$1,000,000		23.20	\$ 148	\$ 3,426	\$ 3,250	95%	12	\$ 39,000	\$ 41,114
	for each additional \$1,000.00 (or fraction thereof, to and including \$5,000,000.00)	each add'l \$1,000		0.01	\$ 148	\$ 0.99	\$ 3.00	n/a	3,182	\$ 9,545	\$ 3,148
	\$5,000,001.00 to \$10,000,000.00										
	for first \$5,000,000.00	base fee @ 5,000,000		50.00	\$ 148	\$ 7,384	\$ 15,250	207%	1	\$ 15,250	\$ 7,384
	for each additional \$1,000.00 (or fraction thereof, to and including \$10,000,000.00)	each add'l \$1,000		0.01	\$ 148	\$ 1.48	\$ 3.00	n/a	1,219	\$ 3,657	\$ 1,800
	\$10,000,001.00 and up										
	for first \$10,000,000.00	base fee @ \$10,000,00		100.00	\$ 148	\$ 14,768	\$ 30,250	205%	0	\$ -	\$ -
	for each additional \$1,000.00 (or fraction thereof)	each add'l \$1,000		0.10	\$ 148	\$ 14.77	\$ 3.00	n/a	0	\$ -	\$ -

Fee No.	Fee Description	Fee Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>Other Inspections and Fees</b>											
	Inspections outside of normal business hours	per hour (2 hr min)		1.00	\$ 171	\$ 171	\$ 284	166%	0	\$ -	\$ -
	Reinspection fees (for 3rd and subsequent inspection efforts)	per hour		1.00	\$ 148	\$ 148	\$ 142	96%	1	\$ 142	\$ 148
	Additional inspections / inspections for which no fee is specifically indicated	per 1/2 hr		0.50	\$ 148	\$ 74	\$ 71	96%	1	\$ 71	\$ 74
	Inspections (Outside Consultant) - (placeholder for Master Fee Schedule - to be passed through at actual cost to City)	Actual Cost	[3]				Actual Costs				
	Additional inspection: remove and replace section of pool barrier for construction access	flat		0.50	\$ 148	\$ 74	\$ 71	96%	41	\$ 2,911	\$ 3,027
	Field Investigation Fee	each	[3]				NEW				
	Permit Issuance Fee	flat		0.50	\$ 148	\$ 74	NEW	%	0	\$ -	\$ -
<b>MECHANICAL, PLUMBING AND ELECTRICAL PERMITS</b>											
	Mechanical, Plumbing and Electrical Plan Check	per 1/2 hr		0.50	\$ 148	\$ 74	\$ 60	81%	0	\$ -	\$ -
	Permit Issuance Fee	flat		0.50	\$ 148	\$ 74	\$ 60	81%	2,461	\$ 147,660	\$ 181,719
<b>ELECTRICAL INSPECTIONS</b>											
	For all new construction, remodels, and additions (projects associated with a building permit):										
	0 - 1500 s.f.	flat		1.00	\$ 148	\$ 148	\$ 110	74%	20	\$ 2,200	\$ 2,954
	Each 100 s.f. over 1501 s.f.	each 100 s.f.		0.01	\$ 148	\$ 1	\$ 1	68%	6,696	\$ 6,696	\$ 9,889
	For services under 600 AMPS	each		1.25	\$ 148	\$ 185	\$ 125	68%	520	\$ 65,000	\$ 95,991
	For services over 600 AMPS	each		1.50	\$ 148	\$ 222	\$ 220	99%	3	\$ 660	\$ 665
	Subfeeders per 100 AMPS or fraction thereof	each		0.16	\$ 148	\$ 24	\$ 15	63%	155	\$ 2,325	\$ 3,662
	Each individual branch circuit not included in original construction	each		0.03	\$ 148	\$ 4	\$ 4	90%	21	\$ 84	\$ 93
	For each fixture not included in original construction	each		0.03	\$ 148	\$ 4	\$ 4	90%	12,168	\$ 48,672	\$ 53,909
	For each outlet & switch not included in original construction	each		0.03	\$ 148	\$ 4	\$ 4	90%	15,278	\$ 61,112	\$ 67,687
	Miscellaneous wiring	each		0.50	\$ 148	\$ 74	\$ 40	54%	626	\$ 25,040	\$ 46,224
	Motors less than 1 H.P.	each		0.33	\$ 148	\$ 49	\$ 30	62%	1	\$ 30	\$ 49
	Motors 1 H.P. but less than 3 H.P.	each		0.41	\$ 148	\$ 61	\$ 30	50%	1	\$ 30	\$ 61
	Motors 3 H.P. but less than 8 H.P.	each		0.50	\$ 148	\$ 74	\$ 40	54%	0	\$ -	\$ -
	Motors 8 H.P. but less than 15 H.P.	each		0.58	\$ 148	\$ 86	\$ 45	53%	0	\$ -	\$ -
	Motors 15 H.P. but less than 20 H.P.	each		0.66	\$ 148	\$ 97	\$ 50	51%	0	\$ -	\$ -
	Motors 20 H.P. and over	each		0.75	\$ 148	\$ 111	\$ 55	50%	0	\$ -	\$ -
	For parking lot lighting standards, each	each		0.16	\$ 148	\$ 24	\$ 15	63%	16	\$ 240	\$ 378

Fee No.	Fee Description	Fee Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>PLUMBING PERMIT FEES</b>											
<b>Unit Fee Schedule (in addition to permit fees above)</b>											
	For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore)	each		0.08	\$ 148	\$ 12	\$ 10	85%	6,862	\$ 68,620	\$ 81,070
	For each building sewer and each trailer park sewer	each		0.23	\$ 148	\$ 34	\$ 30	88%	368	\$ 11,040	\$ 12,500
	Rainwater systems - per drain (inside building)	per drain		0.25	\$ 148	\$ 37	\$ 30	81%	0	\$ -	\$ -
	For each cesspool (where permitted)	each		0.75	\$ 148	\$ 111	\$ 100	90%	2	\$ 200	\$ 222
	For each private sewage disposal system	each		1.50	\$ 148	\$ 222	\$ 175	79%	9	\$ 1,575	\$ 1,994
	For each water heater and/or vent	each		0.75	\$ 148	\$ 111	\$ 45	41%	541	\$ 24,345	\$ 59,921
	For each gas-piping system of one to five outlets	each		0.19	\$ 148	\$ 28	\$ 15	53%	460	\$ 6,900	\$ 12,907
	For each additional gas-piping system outlet, per outlet	each		0.16	\$ 148	\$ 24	\$ 15	63%	0	\$ -	\$ -
	For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps	each		1.25	\$ 148	\$ 185	\$ 150	81%	3	\$ 450	\$ 554
	For each installation, alteration or repair of water piping and/or water treating equipment, each	each		0.25	\$ 148	\$ 37	\$ 20	54%	468	\$ 9,360	\$ 17,278
	For each repair or alteration of drainage or vent pipe, each fixture	each		0.50	\$ 148	\$ 74	\$ 40	54%	146	\$ 5,840	\$ 10,781
	For each lawn sprinkler system on any one meter including backflow protection devices therefore	each		0.33	\$ 148	\$ 49	\$ 25	51%	77	\$ 1,925	\$ 3,753
	For atmospheric-type vacuum breakers not included in item 12 above:										
	1 to 5	flat		0.08	\$ 148	\$ 12	\$ 10	85%	0	\$ -	\$ -
	over 5, each	each		0.08	\$ 148	\$ 12	\$ 7	59%	0	\$ -	\$ -
	For each backflow protective device other than atmospheric type vacuum breakers:										
	2 inch (51 mm) diameter and smaller	each		0.33	\$ 148	\$ 49	\$ 25	51%	378	\$ 9,450	\$ 18,421
	over 2 inches (51 mm) diameter	each		0.33	\$ 148	\$ 49	\$ 25	51%	0	\$ -	\$ -
	For each graywater system	each		1.00	\$ 148	\$ 148	\$ 75	51%	0	\$ -	\$ -
	For each medical gas piping system serving one to five inlet(s)/outlet(s) for a specific gas, per hour	per 1/2 hr		0.50	\$ 148	\$ 74	\$ 50	68%	0	\$ -	\$ -
	For each additional medical gas inlet(s)/outlet(s)	each		0.25	\$ 148	\$ 37	\$ 20	54%	0	\$ -	\$ -
<b>MECHANICAL FEES PERMITS</b>											
<b>Unit Fee Schedule (Note: the following do not include permit-issuing fee)</b>											
<b>1. Furnaces</b>											
	For the installation or relocation or each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)	each		1.00	\$ 148	\$ 148	\$ 40	27%	1	\$ 40	\$ 148
	For the installation or relocation or each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h (29.3 kW)	each		1.00	\$ 148	\$ 148	\$ 75	51%	0	\$ -	\$ -
	For the installation or relocation or each floor furnace, including vent	each		1.00	\$ 148	\$ 148	\$ 100	68%	0	\$ -	\$ -
	For the installation or relocation or each suspended heater, recessed wall heater or floor-mounted unit heater	each		1.00	\$ 148	\$ 148	\$ 100	68%	0	\$ -	\$ -
<b>2. Appliance Vents</b>											
	For the installation or relocation or replacement of each appliance vent installed and not included in an appliance permit	each		0.33	\$ 148	\$ 49	\$ 25	51%	23	\$ 575	\$ 1,121
<b>3. Repairs or Additions</b>											
	For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation or controls regulated by Mechanical Code	each		1.00	\$ 148	\$ 148	\$ 100	68%	0	\$ -	\$ -

Fee No.	Fee Description	Fee Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>4. Boilers, Compressors and Absorption Systems</b>											
	For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/hr (29.3 kW)	each		1.25	\$ 148	\$ 185	\$ 100	54%	1	\$ 100	\$ 185
	For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/hr (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	each		1.50	\$ 148	\$ 222	\$ 125	56%	0	\$ -	\$ -
	For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/hr (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)	each		1.75	\$ 148	\$ 258	\$ 150	58%	0	\$ -	\$ -
	For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/hr (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	each		2.00	\$ 148	\$ 295	\$ 175	59%	0	\$ -	\$ -
	For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/hr (512.9 kW)	each		2.25	\$ 148	\$ 332	\$ 200	60%	0	\$ -	\$ -
<b>5. Air Handlers</b>											
	For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4919 L/s), including ducts attached thereto <b>Note:</b> this fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.	each		0.75	\$ 148	\$ 111	\$ 50	45%	9	\$ 450	\$ 997
	For each air-handling unit over 10,000 cfm (4719 L/s)	each		1.00	\$ 148	\$ 148	\$ 125	85%	0	\$ -	\$ -
<b>6. Evaporative Coolers</b>											
	For each evaporative cooler other than portable type	each		1.00	\$ 148	\$ 148	\$ 110	74%	0	\$ -	\$ -
<b>7. Ventilation and Exhaust</b>											
	For each ventilation fan connected to a single duct	each		0.25	\$ 148	\$ 37	\$ 20	54%	0	\$ -	\$ -
	For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	each		0.33	\$ 148	\$ 49	\$ 25	51%	15	\$ 375	\$ 731
	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	each		1.00	\$ 148	\$ 148	\$ 75	51%	7	\$ 525	\$ 1,034
<b>8. Incinerators</b>											
	For the installation or relocation of each domestic-type incinerator	each		1.50	\$ 148	\$ 222	\$ 150	68%	0	\$ -	\$ -
	For the installation or relocation of each commercial or industrial-type incinerator	each		2.00	\$ 148	\$ 295	\$ 200	68%	0	\$ -	\$ -
<b>9. Miscellaneous</b>											
	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table	each		1.00	\$ 148	\$ 148	\$ 75	51%	52	\$ 3,900	\$ 7,679
	Mechanical Fee for Swimming Pools	flat		1.00	\$ 148	\$ 148	\$ 75	51%	279	\$ 20,925	\$ 41,202

Fee No.	Fee Description	Fee Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>MANUFACTURED HOME PARKS</b>											
	Standard Plan Approval (SPA) - Permanent Foundation, Earthquake Bracing System, Low Profile Skirting (any material), Awnings, Carport (attached or free standing), Accessory Structures	per project	[5]				No Charge Allowed				
	Non-SPA Plan Review and Inspection - Permanent Foundation, Earthquake Bracing System, Low Profile Skirting (any material), Awnings, Carport (attached or free standing), Accessory Structures	per project					Fees Set By State				
	Annual Permit to Operate	per project					Fees Set By State				
<b>MANUFACTURED HOME AND ACCESSORY STRUCTURE OUTSIDE OF A PARK</b>											
	Standard Plan Approval (SPA) - Permanent Foundation, Low Profile Skirting (any material), Awnings, Carport (attached or free standing), Accessory Structures	per project	[5]				No Charge Allowed				
	Non-SPA Plan Review and Inspection - Permanent Foundation, Earthquake Bracing System, Low Profile Skirting (any material), Awnings, Carport (attached or free standing), Accessory Structures	per project					Fees Set By State				
	Inspections	per project					Fees Set By State				
<b>SOLAR SYSTEM PERMITS AND PLAN CHECK FEES</b>											
	Residential Permit (first 15KW)	flat		2.50	\$ 148	\$ 369	\$ 252	68%	0	\$ -	\$ -
	>15KW, Per KW	per kW		0.17	\$ 148	\$ 25	\$ -	0%	0	\$ -	\$ -
	Commercial Permit										
	Up to 50KW	flat		5.00	\$ 148	\$ 738	\$ 252	34%	0	\$ -	\$ -
	51 to 250kw (per KW)	per kW		0.25	\$ 148	\$ 37	\$ -	0%	0	\$ -	\$ -
	>250KW (per KW)	per kW		0.25	\$ 148	\$ 37	\$ -	0%	0	\$ -	\$ -
<b>MISCELLANEOUS FEES</b>											
	Business License Inspection - Commercial	flat		1.00	\$ 148	\$ 148	\$ 85	58%	0	\$ -	\$ -
	Business License Inspection - Residential	flat		1.00	\$ 148	\$ 148	\$ 35	24%	0	\$ -	\$ -
	Short-Term Rental Program Administration / Inspection	flat		1.00	\$ 148	\$ 148	\$ 60	41%	0	\$ -	\$ -
	Temporary Certificate of Occupancy	flat		3.00	\$ 148	\$ 443	NEW	%	0	\$ -	\$ -
	Demolition Fees	flat		1.50	\$ 148	\$ 222	\$ 175	79%	2	\$ 350	\$ 443
	Renewal of Expired Permit (50% of original permit fee within one year and 100% afterwards)	each	[3]	n/a	\$ 148	n/a	50% of permit fee	n/a	0	n/a	n/a
<b>TOTAL</b>										<b>2,051,208</b>	<b>2,063,478</b>

[Notes]

- [1] Sourced from:
- [2] Valuations are obtained using the August 2020 ICC Valuation Data Table
- [3] Placeholder/Passthrough/Penalty fee. NBS did not evaluate.
- [4] Valuations are adjusted every six months per the ICC Valuation Data Tables
- [5] Fees set by State per California Code of Regulations, Title 25, Division I, Chapter 2 commencing with section 1000. NBS did not evaluate.

## ***APPENDIX A.5***

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### ***Cost of Service Analysis – Fire Prevention***

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	<b>SERVICES AND INSPECTIONS</b>									
A100	Administrative Report Copy (see City Clerk)									
	Agency Comments (per request)	[1]	3.50	\$ 150	\$ 525	\$ 434	83%	28	\$ 12,152	\$ 14,703
I	Business License Inspection (not requiring operational permit)		1.50	\$ 150	\$ 225	\$ 186	83%	121	\$ 22,506	\$ 27,231
I	Fire Flow Test - Field Testing		2.67	\$ 150	\$ 401	\$ 248	62%	8	\$ 1,984	\$ 3,205
I	Parade Float – Per Event		3.00	\$ 150	\$ 450	\$ 185	41%	0	\$ -	\$ -
	Plan Review / Inspection									
	Commercial Tenant Improvement		8.00	\$ 150	\$ 1,200	\$ 496	41%	106	\$ 52,576	\$ 127,226
	New Commercial/Multifamily/Mixed Use		11.50	\$ 150	\$ 1,725	\$ 1,069	62%	94	\$ 100,486	\$ 162,183
new	1 or 2 Family Dwelling		2.50	\$ 150	\$ 375	\$ -	0%	125	\$ -	\$ 46,885
new	Gates and Barricades Across Fire Apparatus Access Roads		4.25	\$ 150	\$ 638	\$ -	0%	32	\$ -	\$ 20,404
I	Plan Review Accelerated/Expedited (per hour, 2 hour minimum)		1.00	\$ 150	\$ 150	\$ 124	83%	10	\$ 1,240	\$ 1,500
I	Plan Resubmittal Fee:		3.00	\$ 150	\$ 450	\$ 248	55%	2	\$ 496	\$ 900
	Charge for 3rd resubmittal and each subsequent submittal (per submittal)									
I	Plan Review As Built/Re-stamp plans		3.00	\$ 150	\$ 450	\$ 279	62%	0	\$ -	\$ -
new	Reinspection fee: Charge for 3rd reinspection and each subsequent re-inspection (Reinspection Fee/New Construction Not Ready or Cannot be approved during regular scheduled inspection; failure to pass)		1.00	\$ 150	\$ 150	\$ 248	165%	0	\$ -	\$ -
I	Special Events Application Processing (actual event time billed at hourly rate)		1.50	\$ 150	\$ 225	\$ 186	83%	46	\$ 8,556	\$ 10,352
	<b>Permits</b>									
I	Aerosol Products		4.00	\$ 150	\$ 600	\$ 374	62%	1	\$ 374	\$ 600
R	Aerosol Products		3.00	\$ 150	\$ 450	\$ 186	41%	2	\$ 372	\$ 900
new	Alternate Material Method Request (per request, minimum)		4.00	\$ 150	\$ 600	\$ -	0%	0	\$ -	\$ -
	each additional hour		1.00	\$ 150	\$ 150	\$ -	0%	0	\$ -	\$ -
I	Amusement Buildings		5.25	\$ 150	\$ 788	\$ 488	62%	0	\$ -	\$ -
R	Amusement Buildings		3.00	\$ 150	\$ 450	\$ 186	41%	0	\$ -	\$ -
I	Asbestos Removal		4.00	\$ 150	\$ 600	\$ 372	62%	0	\$ -	\$ -
I	Aviation Facilities		5.25	\$ 150	\$ 788	\$ 488	62%	0	\$ -	\$ -
R	Aviation Facilities		3.00	\$ 150	\$ 450	\$ 186	41%	0	\$ -	\$ -



CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	Automatic Fire Sprinkler:									
	New System: Custom/Model Residential Home or Commercial Plan Review and Inspection									
I	0-5,000 square feet		7.50	\$ 150	\$ 1,125	\$ 698	62%	21	\$ 14,658	\$ 23,630
I	5,001-15,000 square feet		9.00	\$ 150	\$ 1,350	\$ 837	62%	4	\$ 3,348	\$ 5,401
I	15,001-30,000 square feet		10.50	\$ 150	\$ 1,575	\$ 976	62%	3	\$ 2,928	\$ 4,726
I	> 30,001 square feet (each additional 10k square feet)		2.00	\$ 150	\$ 300	\$ 186	62%	3	\$ 558	\$ 900
	New System: Residential Production Home Inspections/ Rough and Final Inspections									
I	per home		2.00	\$ 150	\$ 300	\$ 124	41%	200	\$ 24,800	\$ 60,012
	Modifications/Alterations to existing system									
I	0-5,000 square feet		7.50	\$ 150	\$ 1,125	\$ 348	31%	9	\$ 3,132	\$ 10,127
I	5,001-15,000 square feet		9.00	\$ 150	\$ 1,350	\$ 418	31%	4	\$ 1,672	\$ 5,401
I	15,001-30,000 square feet		10.50	\$ 150	\$ 1,575	\$ 488	31%	1	\$ 488	\$ 1,575
I	> 30,001 square feet (each additional 10k square feet)		2.00	\$ 150	\$ 300	\$ 186	62%	1	\$ 186	\$ 300
I	Automatic Fire Extinguishing System Other than Fire Sprinkler		3.00	\$ 150	\$ 450	\$ 279	62%	1	\$ 279	\$ 450
new	Install/Modification Fire Pump and Related Equipment		11.50	\$ 150	\$ 1,725	\$ -	0%	0	\$ -	\$ -
	Install/Modification Standpipe System Class I, II, III		8.75	\$ 150	\$ 1,313	\$ 767	58%	0	\$ -	\$ -
I	Battery Systems		6.00	\$ 150	\$ 900	\$ 558	62%	0	\$ -	\$ -
I	Candles / Open Flames		3.00	\$ 150	\$ 450	\$ 279	62%	0	\$ -	\$ -
R	Candles/ Open Flames		2.25	\$ 150	\$ 338	\$ 139	41%	2	\$ 278	\$ 675
New I	Carbon Dioxide Systems/Beverage Dispensing		4.25	\$ 150	\$ 638	\$ -	0%	0	\$ -	\$ -
New R	Carbon Dioxide Systems/Beverage Dispensing		2.00	\$ 150	\$ 300	\$ -	0%	0	\$ -	\$ -
I	Carnival and Fairs		2.50	\$ 150	\$ 375	\$ 232	62%	2	\$ 464	\$ 750
new R	Carnival and Fairs		1.50	\$ 150	\$ 225	\$ -	0%	0	\$ -	\$ -
I	Cellulose Nitrate Film		5.00	\$ 150	\$ 750	\$ 465	62%	0	\$ -	\$ -
R	Cellulose Nitrate Film		3.00	\$ 150	\$ 450	\$ 186	41%	0	\$ -	\$ -
I	Combustible dust producing operation		8.00	\$ 150	\$ 1,200	\$ 744	62%	1	\$ 744	\$ 1,200

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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
R	Combustible dust producing operation		3.00	\$ 150	\$ 450	\$ 186	41%	6	\$ 1,116	\$ 2,701
I	Combustible Fibers		5.00	\$ 150	\$ 750	\$ 465	62%	0	\$ -	\$ -
R	Combustible Fibers		3.00	\$ 150	\$ 450	\$ 186	41%	1	\$ 186	\$ 450
I	Miscellaneous Combustible Materials		5.00	\$ 150	\$ 750	\$ 465	62%	1	\$ 465	\$ 750
R	Miscellaneous Combustible Materials		3.00	\$ 150	\$ 450	\$ 186	41%	6	\$ 1,116	\$ 2,701
I	Commercial Cooking Fire Suppression System (etc.)		8.00	\$ 150	\$ 1,200	\$ 744	62%	10	\$ 7,440	\$ 12,002
I	Commercial Rubbish/Waste Handling		3.00	\$ 150	\$ 450	\$ 279	62%	0	\$ -	\$ -
R	Commercial Rubbish/Waste Handling		2.00	\$ 150	\$ 300	\$ 124	41%	0	\$ -	\$ -
I	Compressed Gas Corrosive		7.25	\$ 150	\$ 1,088	\$ 674	62%	0	\$ -	\$ -
R	Compressed Gas Corrosive		3.25	\$ 150	\$ 488	\$ 201	41%	0	\$ -	\$ -
I	Compressed Gas Toxic		6.75	\$ 150	\$ 1,013	\$ 627	62%	0	\$ -	\$ -
R	Compressed Gas Toxic		2.75	\$ 150	\$ 413	\$ 170	41%	0	\$ -	\$ -
I	Compressed Gas Flammable		7.25	\$ 150	\$ 1,088	\$ 674	62%	0	\$ -	\$ -
R	Compressed Gas Flammable		3.25	\$ 150	\$ 488	\$ 201	41%	2	\$ 402	\$ 975
I	Compressed Gas Highly Toxic		6.75	\$ 150	\$ 1,013	\$ 627	62%	0	\$ -	\$ -
R	Compressed Gas Highly Toxic		2.75	\$ 150	\$ 413	\$ 170	41%	0	\$ -	\$ -
I	Compressed Gas Inert		6.75	\$ 150	\$ 1,013	\$ 627	62%	3	\$ 1,881	\$ 3,038
R	Compressed Gas Inert		2.75	\$ 150	\$ 413	\$ 170	41%	0	\$ -	\$ -
I	Compressed Gas Oxidizer		6.75	\$ 150	\$ 1,013	\$ 627	62%	0	\$ -	\$ -
R	Compressed Gas Oxidizer		2.75	\$ 150	\$ 413	\$ 170	41%	0	\$ -	\$ -

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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Covered Mall Buildings/Placement of retail fixtures, concession, displays.		5.25	\$ 150	\$ 788	\$ 488	62%	0	\$ -	\$ -
I	Covered Mall Buildings/Display of liquid gas fire equipment.		5.25	\$ 150	\$ 788	\$ 488	62%	0	\$ -	\$ -
I	Covered Mall Buildings/Use of open flame or flame producing equipment in a mall.		4.25	\$ 150	\$ 638	\$ 395	62%	0	\$ -	\$ -
R	Covered Mall Buildings/Use of open flame or flame producing equipment in a mall.		2.50	\$ 150	\$ 375	\$ 155	41%	0	\$ -	\$ -
I	Copying/File Papers.		1.50	\$ 150	\$ 225	\$ 186	83%	0	\$ -	\$ -
I	Cryogenic Fluids Physical or Health Hazard		7.25	\$ 150	\$ 1,088	\$ 674	62%	0	\$ -	\$ -
R	Cryogenic Fluids Physical or Health Hazard		3.25	\$ 150	\$ 488	\$ 215	44%	0	\$ -	\$ -
I	Cryogenic Fluids Flammable		7.25	\$ 150	\$ 1,088	\$ 674	62%	0	\$ -	\$ -
R	Cryogenic Fluids Flammable		3.25	\$ 150	\$ 488	\$ 215	44%	0	\$ -	\$ -
I	Cryogenic Fluids Inert		7.25	\$ 150	\$ 1,088	\$ 674	62%	0	\$ -	\$ -
R	Cryogenic Fluids Inert		3.25	\$ 150	\$ 488	\$ 215	44%	0	\$ -	\$ -
I	Cryogenic Fluids Oxidizer		7.25	\$ 150	\$ 1,088	\$ 674	62%	0	\$ -	\$ -
R	Cryogenic Fluids Oxidizer		3.25	\$ 150	\$ 488	\$ 215	44%	0	\$ -	\$ -
I	Cutting and Welding		5.00	\$ 150	\$ 750	\$ 465	62%	0	\$ -	\$ -
R	Cutting and Welding		3.00	\$ 150	\$ 450	\$ 186	41%	6	\$ 1,116	\$ 2,701
I	Dry Cleaning Plant		4.50	\$ 150	\$ 675	\$ 418	62%	0	\$ -	\$ -
R	Dry Cleaning Plant		2.50	\$ 150	\$ 375	\$ 155	41%	3	\$ 465	\$ 1,125
I	Explosive / Blasting Agents/ Small arms, model rockets, small arms ammunition retailer		7.00	\$ 150	\$ 1,050	\$ 651	62%	0	\$ -	\$ -

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
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R	Explosive / Blasting Agents Small arms, model rockets, small arms ammunition retailer		3.00	\$ 150	\$ 450	\$ 186	41%	0	\$ -	\$ -
I	Exhibition / Trade Shows – Per Event		6.00	\$ 150	\$ 900	\$ 558	62%	0	\$ -	\$ -
R	Exhibition / Trade Shows – Continuous Event		3.00	\$ 150	\$ 450	\$ 186	41%	0	\$ -	\$ -
	Fire Alarm Systems:									
	Inspections/New Systems									
I	0 - 5,000 square feet		8.00	\$ 150	\$ 1,200	\$ 745	62%	5	\$ 3,725	\$ 6,001
I	5,001 - 15,000 square feet		11.00	\$ 150	\$ 1,650	\$ 1,023	62%	2	\$ 2,046	\$ 3,301
I	15,001 - 30,000 square feet		12.00	\$ 150	\$ 1,800	\$ 1,116	62%	2	\$ 2,232	\$ 3,601
I	> 30,0001 square feet (each additional 10K square feet)		2.00	\$ 150	\$ 300	\$ 560	187%	2	\$ 1,120	\$ 600
	Modification/Alterations to existing Fire Alarm Systems:									
I	0 - 5,000 square feet		3.00	\$ 150	\$ 450	\$ 279	62%	4	\$ 1,116	\$ 1,800
I	5,001 - 15,000 square feet		4.50	\$ 150	\$ 675	\$ 418	62%	2	\$ 836	\$ 1,350
I	15,001 - 30,000 square feet		6.00	\$ 150	\$ 900	\$ 560	62%	0	\$ -	\$ -
I	> 30,0001 square feet (each additional 10K square feet)		2.00	\$ 150	\$ 300	\$ 185	62%	0	\$ -	\$ -
	Fire Alarm - Water Flow Sprinkler System (per riser)		3.00	\$ 150	\$ 450	\$ 280	62%	7	\$ 1,960	\$ 3,151
I	Fire Hydrant Underground System/Per Each Fire Hydrant Public System		2.75	\$ 150	\$ 413	\$ 285	69%	7	\$ 1,995	\$ 2,888
I	Fire Hydrant/Underground System/Per Each Fire Hydrant Private System Plan Review Installation Inspections		3.00	\$ 150	\$ 450	\$ 279	62%	5	\$ 1,395	\$ 2,250
R	Fire Hydrant Underground System/Per Each Fire Hydrant Private system annual permit.		1.75	\$ 150	\$ 263	\$ 108	41%	17	\$ 1,836	\$ 4,463
I	Fireworks/Display		6.50	\$ 150	\$ 975	\$ 674	69%	18	\$ 12,132	\$ 17,554
I	Flammable / Combustible Liquid, Pipeline		5.00	\$ 150	\$ 750	\$ 465	62%	0	\$ -	\$ -
R	Flammable / Combustible Liquid, Pipeline		3.00	\$ 150	\$ 450	\$ 186	41%	0	\$ -	\$ -
I	Flammable/Combustible Liquids Containers, Drums.		6.00	\$ 150	\$ 900	\$ 558	62%	1	\$ 558	\$ 900
R	Flammable/Combustible Liquids Containers, Drums.		3.50	\$ 150	\$ 525	\$ 217	41%	7	\$ 1,519	\$ 3,676

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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Floor Finishing		4.25	\$ 150	\$ 638	\$ 395	62%	0	\$ -	\$ -
I	Fruit and Crop Ripening		5.50	\$ 150	\$ 825	\$ 511	62%	0	\$ -	\$ -
R	Fruit and Crop Ripening		3.50	\$ 150	\$ 525	\$ 217	41%	2	\$ 434	\$ 1,050
I	Fumigation / Insecticide Fogging		5.00	\$ 150	\$ 750	\$ 465	62%	1	\$ 465	\$ 750
I	Hazardous Materials Oxidizing		6.00	\$ 150	\$ 900	\$ 558	62%	1	\$ 558	\$ 900
R	Hazardous Materials Oxidizing		3.00	\$ 150	\$ 450	\$ 190	42%	4	\$ 760	\$ 1,800
I	Hazardous Materials Water Reactive		6.00	\$ 150	\$ 900	\$ 558	62%	0	\$ -	\$ -
R	Hazardous Materials Water Reactive		3.00	\$ 150	\$ 450	\$ 190	42%	2	\$ 380	\$ 900
I	Hazardous Materials Corrosive		6.00	\$ 150	\$ 900	\$ 558	62%	0	\$ -	\$ -
R	Hazardous Materials Corrosive		3.00	\$ 150	\$ 450	\$ 190	42%	3	\$ 570	\$ 1,350
I	Hazardous Materials Flammable Solid		6.00	\$ 150	\$ 900	\$ 558	62%	0	\$ -	\$ -
R	Hazardous Materials Flammable Solid		3.00	\$ 150	\$ 450	\$ 190	42%	0	\$ -	\$ -
I	Hazardous Materials Highly Toxic		7.00	\$ 150	\$ 1,050	\$ 651	62%	0	\$ -	\$ -
R	Hazardous Materials Highly Toxic		3.00	\$ 150	\$ 450	\$ 190	42%	0	\$ -	\$ -
I	Hazardous Materials Toxic		6.00	\$ 150	\$ 900	\$ 558	62%	0	\$ -	\$ -
R	Hazardous Materials Toxic		3.00	\$ 150	\$ 450	\$ 190	42%	2	\$ 380	\$ 900
I	Hazardous Material Organic Peroxide		7.00	\$ 150	\$ 1,050	\$ 651	62%	0	\$ -	\$ -
R	Hazardous Material Organic Peroxide		3.00	\$ 150	\$ 450	\$ 190	42%	0	\$ -	\$ -
I	Hazardous Material Pyrophoric		7.00	\$ 150	\$ 1,050	\$ 651	62%	0	\$ -	\$ -
R	Hazardous Material Pyrophoric		3.00	\$ 150	\$ 450	\$ 190	42%	0	\$ -	\$ -

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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Hazardous Material Unstable Reactive		7.00	\$ 150	\$ 1,050	\$ 651	62%	0	\$ -	\$ -
R	Hazardous Material Unstable Reactive		3.00	\$ 150	\$ 450	\$ 190	42%	1	\$ 190	\$ 450
I	HPM Facility		7.50	\$ 150	\$ 1,125	\$ 697	62%	0	\$ -	\$ -
R	HPM Facility		3.50	\$ 150	\$ 525	\$ 217	41%	0	\$ -	\$ -
I	High Piled Storage		7.25	\$ 150	\$ 1,088	\$ 674	62%	4	\$ 2,696	\$ 4,351
R	High Piled Storage		3.25	\$ 150	\$ 488	\$ 201	41%	8	\$ 1,608	\$ 3,901
I	High Rise Building		10.75	\$ 150	\$ 1,613	\$ 999	62%	0	\$ -	\$ -
R	High Rise Building		4.75	\$ 150	\$ 713	\$ 294	41%	0	\$ -	\$ -
I	Hot Works Operation		5.00	\$ 150	\$ 750	\$ 465	62%	1	\$ 465	\$ 750
R	Hot Works Operation		3.00	\$ 150	\$ 450	\$ 186	41%	5	\$ 930	\$ 2,250
I	Licensed Care Facility (1-6) State and County License Mandated		6.00	\$ 150	\$ 900	\$ 558	62%	2	\$ 1,116	\$ 1,800
R	Licensed Care Facility (1-6) State and County License Mandated		3.00	\$ 150	\$ 450	\$ 186	41%	6	\$ 1,116	\$ 2,701
I	Licensed Care Facility (7-49) State and County License Mandated		7.50	\$ 150	\$ 1,125	\$ 697	62%	5	\$ 3,485	\$ 5,626
R	Licensed Care Facility (7-49) State and County License Mandated		3.50	\$ 150	\$ 525	\$ 217	41%	34	\$ 7,378	\$ 17,854
I	Licensed Care Facility (50+) State and County License Mandated		9.00	\$ 150	\$ 1,350	\$ 837	62%	2	\$ 1,674	\$ 2,701
R	Licensed Care Facility (50+) State and County License Mandated		4.00	\$ 150	\$ 600	\$ 257	43%	5	\$ 1,285	\$ 3,001
I	Liquid Gas Fuel / Vehicle Display in Assembly Buildings		4.50	\$ 150	\$ 675	\$ 418	62%	0	\$ -	\$ -

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Lumber Yard/and Woodworking Plants		6.25	\$ 150	\$ 938	\$ 581	62%	0	\$ -	\$ -
R	Lumber Yard/and Woodworking Plants		3.25	\$ 150	\$ 488	\$ 201	41%	0	\$ -	\$ -
I	LP-GAS – Residential Installation		5.50	\$ 150	\$ 825	\$ 511	62%	0	\$ -	\$ -
I	LP-GAS– Commercial		7.25	\$ 150	\$ 1,088	\$ 674	62%	1	\$ 674	\$ 1,088
R	LP-GAS – Commercial		3.25	\$ 150	\$ 488	\$ 201	41%	9	\$ 1,809	\$ 4,388
I	Live Audiences/State Fire Marshal In Production Facilities, Studios and Sound Stages.		7.75	\$ 150	\$ 1,163	\$ 720	62%	0	\$ -	\$ -
R	Live Audiences/State Fire Marshal In Production Facilities, Studios and Sound Stages.		3.75	\$ 150	\$ 563	\$ 232	41%	0	\$ -	\$ -
I	Magnesium	[3]	5.00	\$ 150	\$ 750	\$ 465	62%	0	\$ -	\$ -
R	Magnesium		3.00	\$ 150	\$ 450	\$ 186	41%	0	\$ -	\$ -
I	Miscellaneous Items Not Otherwise Specified (per hour)	[3]	1.00	\$ 150	\$ 150	\$ 124	83%	4	\$ 496	\$ 600
I	Motor Vehicle Fuel Dispensing Installation/Start-up 0 to 5,000 sq. ft.		7.50	\$ 150	\$ 1,125	\$ 697	62%	2	\$ 1,394	\$ 2,250
	Over 5,000 square feet (per square foot)		9.50	\$ 150	\$ 1,425	\$ 885	62%	0	\$ -	\$ -
R	Motor Vehicle Fuel Dispensing		3.50	\$ 150	\$ 525	\$ 217	41%	2	\$ 434	\$ 1,050
I	Open Flames and Torches Remove finish or use in wildfire risk area		4.25	\$ 150	\$ 638	\$ 395	62%	0	\$ -	\$ -
R	Open Flames and Torches Remove finish or use in wildfire risk area		2.50	\$ 150	\$ 375	\$ 155	41%	0	\$ -	\$ -
I	Open Flames and Candles In assembly, dining, restaurant or drinking establishments		5.00	\$ 150	\$ 750	\$ 465	62%	0	\$ -	\$ -
R	Open Flames and Candles In assembly, dining, restaurant or drinking establishments		3.00	\$ 150	\$ 450	\$ 186	41%	0	\$ -	\$ -

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I	Organic Coatings		7.00	\$ 150	\$ 1,050	\$ 651	62%	0	\$ -	\$ -
R	Organic Coatings		3.50	\$ 150	\$ 525	\$ 356	68%	0	\$ -	\$ -
I	Oven – Industrial		6.50	\$ 150	\$ 975	\$ 604	62%	0	\$ -	\$ -
R	Oven – Industrial		3.00	\$ 150	\$ 450	\$ 186	41%	0	\$ -	\$ -
I	Photovoltaic System - Plan Review and Inspection									
	Residential Permit (First 15KW)		2.00	\$ 150	\$ 300	\$ 248	83%	141	\$ 34,968	\$ 42,309
	> 15KW per KW		0.08	\$ 150	\$ 12	\$ -	0%	20	\$ -	\$ 249
	Commercial Permit									
	Up to 50KW		8.00	\$ 150	\$ 1,200	\$ 496	n/a	22	\$ 10,912	\$ 26,405
	51 to 250KW (Per KW)		0.08	\$ 150	\$ 12	\$ -	n/a		\$ -	\$ -
	> 250KW (Per KW)		0.08	\$ 150	\$ 12	\$ -	n/a		\$ -	\$ -
I	Place of Assembly (50-100)		4.25	\$ 150	\$ 638	\$ 395	62%	10	\$ 3,950	\$ 6,376
R	Place of Assembly (50-100)		2.00	\$ 150	\$ 300	\$ 395	132%	0	\$ -	\$ -
I	Place of Assembly (101-300)		4.75	\$ 150	\$ 713	\$ 440	62%	10	\$ 4,400	\$ 7,126
R	Place of Assembly (101-300)		2.25	\$ 150	\$ 338	\$ 440	130%	0	\$ -	\$ -
I	Place of Assembly (301+)		6.00	\$ 150	\$ 900	\$ 560	62%	6	\$ 3,360	\$ 5,401
R	Place of Assembly (301+)		2.50	\$ 150	\$ 375	\$ 560	149%	0	\$ -	\$ -
I	Production Facilities/Additional Permits		7.50	\$ 150	\$ 1,125	\$ 697	62%	0	\$ -	\$ -
R	Production Facilities/Additional Permits		3.50	\$ 150	\$ 525	\$ 217	41%	0	\$ -	\$ -
I	Pyrotechnics and Special Effects/State Fire Marshal Television, Motion Picture.		6.75	\$ 150	\$ 1,013	\$ 697	69%	1	\$ 697	\$ 1,013
R	Pyrotechnics and Special Effects/State Fire Marshal Television, Motion Picture.		3.50	\$ 150	\$ 525	\$ 217	41%	0	\$ -	\$ -
new	Radio Building Amplification System		4.00	\$ 150	\$ 600	\$ -	0%	2	\$ -	\$ 1,200



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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Residential Hotel / Motel / Apartments 3 thru 20 dwelling units		6.00	\$ 150	\$ 900	\$ 558	62%	4	\$ 2,232	\$ 3,601
R	Residential Hotel / Motel / Apartments 3 thru 20 dwelling units		3.50	\$ 150	\$ 525	\$ 217	41%	21	\$ 4,557	\$ 11,027
I	Residential Hotel / Motel / Apartments 21 to 50 dwelling units		7.50	\$ 150	\$ 1,125	\$ 697	62%	2	\$ 1,394	\$ 2,250
R	Residential Hotel / Motel / Apartments 21 to 50 dwelling units		3.50	\$ 150	\$ 525	\$ 217	41%	10	\$ 2,170	\$ 5,251
I	Residential Hotel / Motel / Apartments More than 50 dwelling units.		7.75	\$ 150	\$ 1,163	\$ 720	62%	1	\$ 720	\$ 1,163
R	Residential Hotel / Motel / Apartments More than 50 dwelling units.		3.75	\$ 150	\$ 563	\$ 232	41%	9	\$ 2,088	\$ 5,064
I	Refrigeration Equipment		5.50	\$ 150	\$ 825	\$ 511	62%	0	\$ -	\$ -
R	Refrigeration Equipment		2.50	\$ 150	\$ 375	\$ 155	41%	3	\$ 465	\$ 1,125
I	Repair Garages		6.75	\$ 150	\$ 1,013	\$ 627	62%	9	\$ 5,643	\$ 9,114
R	Repair Garages		3.50	\$ 150	\$ 525	\$ 217	41%	9	\$ 1,953	\$ 4,726
I	Spraying / Dipping Operation		6.25	\$ 150	\$ 938	\$ 581	62%	5	\$ 2,905	\$ 4,688
R	Spraying / Dipping Operation		3.00	\$ 150	\$ 450	\$ 186	41%	2	\$ 372	\$ 900
I	Storage Tank - Aboveground/Hazardous Materials Removal – First Tank		6.25	\$ 150	\$ 938	\$ 581	62%	1	\$ 581	\$ 938
I	Storage Tank – Aboveground/Hazardous Materials Removal – Additional Tanks		2.42	\$ 150	\$ 363	\$ 225	62%	0	\$ -	\$ -

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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Storage Tank - AST/Hazardous Materials Permanent or temporary.		7.25	\$ 150	\$ 1,088	\$ 674	62%	2	\$ 1,348	\$ 2,175
R	Storage Tank – AST/Hazardous Materials Permanent or temporary.		2.75	\$ 150	\$ 413	\$ 170	41%	7	\$ 1,190	\$ 2,888
I	Storage Tank – Underground/Hazardous Material Removal – First Tank		3.92	\$ 150	\$ 588	\$ 364	62%	0	\$ -	\$ -
I	Storage Tank – Underground Hazardous Material Removal – Additional Tanks		2.42	\$ 150	\$ 363	\$ 225	62%	0	\$ -	\$ -
I	Smoke Verification Unit 1-6 unit Per unit for each unit over 6		2.00 0.25	\$ 150 \$ 150	\$ 300 \$ 38	\$ 124 \$ 15	41% 40%	0 0	\$ - \$ -	\$ - \$ -
I	Temporary Structures – Tents / Canopies		4.00	\$ 150	\$ 600	\$ 411	68%	103	\$ 42,333	\$ 61,813
I	Tire Storage		5.50	\$ 150	\$ 825	\$ 511	62%	1	\$ 511	\$ 825
R	Tire Storage		3.50	\$ 150	\$ 525	\$ 217	41%	5	\$ 1,085	\$ 2,626
I	Vapor Expansion Tanks		7.25	\$ 150	\$ 1,088	\$ 674	62%	0	\$ -	\$ -
I	Waste Handling/wrecking Yards, Junk Yards, Waste Material		6.50	\$ 150	\$ 975	\$ 604	62%	0	\$ -	\$ -
R	Waste Handling/wrecking Yards, Junk Yards, Waste Material		3.50	\$ 150	\$ 525	\$ 217	41%	1	\$ 217	\$ 525
I	Wood Products		4.50	\$ 150	\$ 675	\$ 418	62%	0	\$ -	\$ -
R	Wood Products		2.50	\$ 150	\$ 375	\$ 155	41%	1	\$ 155	\$ 375
I	Work commencing before permit issuance <i>(placeholder for MFS - not analyzed as part of this scope)</i> Policy - 300 percent of normal cost of permit									

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	Copy Service - per page <i>(placeholder for MFS - not analyzed as part of this scope)</i>									
	Fire Department Equipment Costs: <i>(placeholder for MFS - not analyzed as part of this scope)</i>									
	Fire Engine - per hour									
	Aerial Truck - per hour									
	Paramedic Ambulance - per hour									
	Administration Vehicle - per hour									
<b>TOTAL</b>									<b>461,623</b>	<b>883,233</b>

**[Notes]**

- [1] Agency comments include Conditional Use Permits, EIR, Design Review, Hazardous Materials
- [2] Operational permit consolidation - 1st permit (highest \$ value) at adopted fee, subsequent permits, at the same location, calculated at 75% of the adopted fee.
- [3] For items not included elsewhere in the fee list, the City Manager or City Manager's designee (Fire Marshal), may establish a reasonable fee amount based on the estimated or actual amount of time required to process the request

## ***APPENDIX A.6***

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### ***Cost of Service Analysis – Community Services***

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
1	<b>Special Event Permits</b>	[4]								
	Category 1 Events	[1]								
	16+ weeks in advance		20.00	\$ 268	\$ 5,362	\$ 2,002	37%	2	\$ 4,004	\$ 10,724
	12-15 weeks in advance		20.00	\$ 268	\$ 5,362	\$ 2,002	37%	0	\$ -	\$ -
	8-11 weeks in advance		20.00	\$ 268	\$ 5,362	\$ 2,002	37%	17	\$ 34,034	\$ 91,156
	Category 2 Events	[2]	5.00	\$ 268	\$ 1,341	\$ 3,503	261%	0	\$ -	\$ -
	Category 3 Events	[3]	2.00	\$ 268	\$ 536	\$ 2,002	373%	0	\$ -	\$ -
	DSUSD Events		2.00	\$ 268	\$ 536	\$ 2,002	373%	0	\$ -	\$ -
	Special Event Review Request from Other City Department		1.00	\$ 268	\$ 268	\$ -	0%	0	\$ -	\$ -
2	<b>Garage Sale</b>		0.08	\$ 268	\$ 21					
	<i>Plus: Signage costs</i>				\$ 2					
	<b>Subtotal</b>				\$ 23	\$ 10	43%	2,220	\$ 22,200	\$ 51,915
3	<b>City Staff / Department Assistance at Special Events</b>									
	<i>Determined per the adopted fully burdened hourly rate for each department / Division involved</i>									
<b>TOTAL</b>									\$ 60,238	\$ 153,795

- [Notes]**
- [1] Category 1: Recreation, Competition/Contests, Spectator Sports, Athletic Events, Circuses, Fairs, and Carnivals, Food-related Events.
  - [2] Category 2: Events not included in Category 1, which require a permit from Building and Safety and/or the Fire Department for the placement of a tent, canopy, or other temporary structure.
  - [3] Category 3: Events not included in Category 1 or 2 which do not require a permit from Building and Safety and/or the Fire Department (e.g. marches, parades, demonstrations, fundraiser events or walks).
  - [4] Fee from other departments may be applied.

## ***APPENDIX A.7***

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### ***Cost of Service Analysis – Police***

CITY OF INDIO  
 POLICE DEPARTMENT  
 Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.7

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	<b>Fingerprinting</b>									
1	Fingerprinting									
	a) Support Services Personnel		0.25	\$ 146	\$ 36					
	b) Sworn Personnel		0.42	\$ 185	\$ 77					
	<b>Total</b>		<b>0.67</b>		<b>\$ 113</b>	<b>\$ 63</b>	56%	<b>128</b>	<b>\$ 8,064</b>	<b>\$ 14,517</b>
	<b>Police Reports</b>									
2	Incident/Crime Report									
	a) Support Services Personnel	[2]	0.33	\$ 146	\$ 49	\$0.25 per page	%	0	\$ -	\$ -
3	Traffic Collision									
	a) Support Services Personnel	[2]	0.22	\$ 146	\$ 32	\$0.25 per page	%	1,807	\$ -	\$ 58,015
4	Photos									
	a) Support Services Personnel		0.33	\$ 146	\$ 49	\$ 27	56%	0	\$ -	\$ -
	<b>Background Letter</b>									
5	Background Letter									
	a) Support Services Personnel		0.33	\$ 146	\$ 49	\$ 27	56%	62	\$ 1,674	\$ 3,016
	<b>Vehicles</b>									
6	Abatement of Dismantled and Abandoned Vehicles									
	a) Support Services Personnel		0.00	\$ 146	\$ -					
	b) Code Enforcement Personnel		2.50	\$ 124	\$ 309					
	<b>Total</b>		<b>2.50</b>		<b>\$ 309</b>	<b>\$ 123</b>	<b>40%</b>	<b>400</b>	<b>\$ 49,200</b>	<b>\$ 123,606</b>
7	Auto Repossession									
	a) Support Services Personnel	[3]	0.33	\$ 146	\$ 49	\$ 15	31%	132	\$ 1,980	\$ 6,421
8	Vehicle Impound									
	a) Support Services Personnel		0.33	\$ 146	\$ 49					
	b) Sworn Personnel		0.50	\$ 185	\$ 92					
	c) Tow Fee (per MOU)		n/a	\$ -	\$ 265					
	<b>Total</b>		<b>0.83</b>		<b>\$ 406</b>	<b>\$ 265</b>	<b>65%</b>	<b>635</b>	<b>\$ 168,275</b>	<b>\$ 257,786</b>
9	Golf Cart Transportation Program (per Cart)									
	a) Support Services Personnel		0.08	\$ 146	\$ 12	\$ 9	74%	1	\$ 9	\$ 12

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	<b>Permit to Carry a Concealed Weapon</b>									
10	Initial									
	a) Support Services Personnel		1.00	\$ 146	\$ 146					
	b) Sworn Personnel		8.00	\$ 185	\$ 1,477					
	<b>Total</b>		<b>9.00</b>		<b>\$ 1,623</b>	<b>\$ 100</b>	<b>6%</b>	<b>10</b>	<b>\$ 1,000</b>	<b>\$ 16,230</b>
11	Renewal									
	a) Support Services Personnel		0.50	\$ 146	\$ 73					
	b) Sworn Personnel		4.00	\$ 185	\$ 739					
	<b>Total</b>		<b>4.50</b>		<b>\$ 812</b>	<b>\$ 25</b>	<b>3%</b>	<b>5</b>	<b>\$ 125</b>	<b>\$ 4,058</b>
12	Extra Card									
	a) Support Services Personnel		0.50	\$ 146	\$ 73	\$ 25	34%	0	\$ -	\$ -
13	Permit Changes									
	a) Support Services Personnel		0.33	\$ 146	\$ 49	\$ 10	21%	0	\$ -	\$ -
	<b>Response</b>									
14	Subpoena									
	a) Sworn Personnel	[3]	n/a	n/a	n/a	\$ 275	n/a	0	\$ -	\$ -
15	DUI Emergency Response									
	a) Sworn Personnel		4.00	\$ 185	\$ 739	\$ 556	75%	39	\$ 21,684	\$ 28,803
	<b>Code Enforcement</b>									
16	Off-Site Sign Permit		1.00	\$ 124	\$ 124	\$ 60	49%	50	\$ 3,000	\$ 6,180
17	Code Enforcement Inspection		2.00	\$ 124	\$ 247	\$ -	0%	500	\$ -	\$ 123,606
18	Litigation Guarantee	[5]	1.00	\$ 124	\$ 124	\$ -	0%	25	\$ -	\$ 3,090
19	Property Title Report	[6]	0.25	\$ 124	\$ 31	\$ -	0%	120	\$ -	\$ 3,708
20	Public Nuisance Hearing	[4]	3.00	\$ 124	\$ 371	\$ -	0%	100	\$ -	\$ 37,082
21	Administrative Citation and Cost Recovery	[7]	n/a	n/a	n/a	\$ -	n/a	500	\$ -	\$ -
22	Abandoned / Vacant Property Registration	[8]	n/a	n/a	n/a	New \$150; Renewal \$100	n/a	-	\$ -	\$ -



Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
23	Overtime / Afterhours Services									
	Support Services		1.00	\$ 170	\$ 170	\$ -	0%	0	\$ -	\$ -
	Field Services		1.00	\$ 216	\$ 216	\$ -	0%	0	\$ -	\$ -
	Investigative Services		1.00	\$ 255	\$ 255	\$ -	0%	0	\$ -	\$ -
	Traffic		1.00	\$ 292	\$ 292	\$ -	0%	0	\$ -	\$ -
	Code Enforcement		1.00	\$ 143	\$ 143	\$ -	0%	0	\$ -	\$ -
	Other Non-General Fund Activities		1.00	\$ 204	\$ 204	\$ -	0%	0	\$ -	\$ -
<b>TOTAL</b>									<b>255,011</b>	<b>686,129</b>

**[Notes]**

- [1] This fee is a City administrative fee only. Actual costs of background check will be passed through to applicant in addition to this charge.
- [2] This fee is regulated by the State Public Records Act.
- [3] Regulated by City Statute.
- [4] This fee is a City administrative fee only. Hearing Officer charge will be passed through to the responsible party in addition to this charge.
- [5] This fee is a City administrative fee only. Actual costs of the title report will be passed through to the responsible party in addition to this charge.
- [6] This fee is a City administrative fee only. Actual costs of the property report will be passed through to the responsible party in addition to this charge.
- [7] Costs of administrative citation processing passed through to responsible party, per existing vendor agreement with City
- [8] Fees Set per Council Reso. 9284; NBS did not evaluate

## ***APPENDIX B.1***

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### ***Comparative Fee Survey – Finance***

Fee No.	Fee Description	City of Indio		Comparative Agencies					
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta	
1	Business License Application - new	\$ 60	\$ 60	\$ 48	\$ 29	\$25.25 - \$3,867-.50 Fee Varies Based on Class (A-G) and Gross Receipt	\$25-\$800	\$15-\$2,250	
2	Business License Application – renewal	\$ 20	\$ 20	\$ 34	\$ 19				
3	Business License - Administration (changes)	\$ 15	\$ 15	No Comparison	No Comparison				No Comparison
4	Business License - Additional Stickers (cost of sticker)	\$ 1.50	\$ 2	No Comparison	No Comparison				No Comparison
6	Business License - Duplicate License	\$ 5	\$ 5	No Comparison	No Comparison				\$ 5
7	Business License - Itinerant License	\$ 4	\$ 4	No Comparison	No Comparison				No Comparison
8	Business License - Location Transfer	\$ 15	\$ 15	\$ -	No Comparison				No Comparison
9	Alarm Permit Application – new	\$ 30	\$ 30	No Comparison	No Comparison				No Comparison
10	Alarm Permit Application – renewal	\$ 20	\$ 20	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison	
11	Bingo - new	\$ 50	\$ 50	No Comparison	\$ 58	No Comparison	No Comparison	No Comparison	
12	Bingo - renewal	\$ 50	\$ 50	No Comparison	\$ 58	No Comparison	No Comparison	No Comparison	
13	Returned Check Fee - First Item	\$ 25	\$ 25	\$ 25	\$ 26	No Comparison	No Comparison	No Comparison	
14	Returned Check Fee - Each Additional Item	\$ 35	\$ 35	\$ 35	\$ 36	No Comparison	No Comparison	No Comparison	
15	Copies	\$ 0.10	\$ 0	\$0.50 / \$0.10 for FPPC per page	\$0.10 per page over 10 pages	No Comparison	\$0.10 per copy	\$0.10 per copy	

Notes

- [1] Source: "Desert Hot Springs fi Fee Schedule 06.28.17AP.pdf"
- [2] Source: "Palm Springs\_ComprehensiveFeeSchedule 06.28.17 AP.pdf"
- [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
- [4] Source: "Coachella\_Business\_application-fee.pdf"
- [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.2***

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### ***Comparative Fee Survey – Planning***

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
<b>ZONING</b>								
	Change of Zone	\$ 5,000	\$ 8,739	\$4,590 - \$5,640	\$8,248.24 plus notification	\$2,570 deposit	\$5,976 + \$10/ac	\$ 8,715
	Variance - Minor	\$ 2,500	\$ 4,369	\$ 4,270	\$ 2,752	\$2,170 deposit	\$ 2,679	\$ 2,128
	Variance - Major	\$ 5,000	\$ 6,554	\$ 4,270		No Comparison		
	Zoning Text Amendment	\$ 5,500	\$ 8,739	\$ 6,750	No Comparison	No Comparison	Minor: \$2,679	\$ 8,917
	Zoning Letter	\$ 250	\$ 655	\$200 deposit with charges the full allocated hourly rate for all personnel plus outside costs for Verification letter, \$800 for research letter	\$232.96 for verification, \$740.48 for investigation of conformance	\$ 100	\$ 235	Basic Property Information: \$250 W/ Additional Research Required: \$1,292
	General Plan Map Amendment	\$ 7,500	\$ 10,923	\$ 6,030	\$8,307.52 plus	\$2,570 deposit	\$3,857 + \$10/ac	\$ 9,728
	Development Agreement	\$ 10,000	\$ 13,108	\$ 20,000	\$3,640 deposit plus City Attorney actual costs	\$5,000 deposit	\$ 9,998	\$ 2,837
	Development Agreement Extension	\$ 5,000	\$ 4,369	\$ -	\$ 1,490	50% of original	\$ 1,125	\$ 1,596
	Development Committee Review Meetings	\$ 1,100	\$ 1,529	\$ 3,900	No Comparison	No Comparison	\$ -	No Comparison
	Conceptual/Specific Plan, Specific Plan Amendment, Project Master Plan	\$ 10,000	\$ 13,108	\$ 10,700	\$ 5,388	\$2,980 deposit	\$ 3,857	\$ 9,931
<b>CONDITIONAL USE PERMITS</b>								
	Conditional Use Permit - Administrative	\$ 2,500	\$ 5,462	\$ 2,960		No Comparison	\$3,857 + \$10/ac	\$ 5,827
	Conditional Use Permit - Planning Commission	\$ 4,500	\$ 8,739	\$ 2,960	\$3,854 - \$4,317	\$1,030 deposit	\$3,857 + \$10/ac	\$ 5,827
	Conditional Use Permit - Wireless/Antenna	\$ 3,500	\$ 6,554	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
<b>SUBDIVISION</b>								
	Tentative Tract Map (> 5 lots)	\$ 8,000	\$ 8,739	\$15,000 plus \$750 per sheet	\$ 6,756	\$2,980 deposit up 10 lot, plus \$19 each add'l lot	\$3,857 + \$10/ac +\$5/unit	\$ 7,600
	Tentative Parcel Map (< 5 lots)	\$ 4,000	\$ 6,554		\$ 5,481		\$3,857 + \$10/ac +\$5/unit	\$ 4,459
	Modification of Tentative Map	\$ 3,000	\$ 4,369	\$ -	\$ 1,052	No Comparison	\$ 4,798	\$ 3,597
	Map Extension	\$ 1,500	\$ 2,185	\$ 3,980	No Comparison	No Comparison	No Comparison	\$ 988
	Reversion to Acreage	\$ 3,000	\$ 7,646	\$ -	\$ 2,458	\$2,170 deposit	\$ 2,679	No Comparison
	Lot Line Adjustment	\$ 1,100	\$ 4,369	\$ 1,815	\$ 3,336	No Comparison	No Comparison	No Comparison
	Certificate of Compliance	\$ 600	\$ 1,529	\$ 1,360	\$ 3,336	No Comparison	No Comparison	\$ 250
<b>ENVIRONMENTAL</b>								
	Statutory/Categorical Exemption	\$ 550	\$ 1,529	\$ 195	No Comparison	No Comparison	\$ 541	\$ 152
	Initial Study	\$ 2,500	\$ 5,462	\$ 9,022	\$4103.76 - \$7,058.48	No Comparison	\$ 4,780	\$ 3,040
	Negative Declaration (Deposit)	\$ 2,500	\$ 3,277	\$ 1,315	No Comparison	\$1,540 deposit	\$ 1,153	No Comparison
	EIR (Deposit)	\$ 10,000	\$ 17,477	\$27,000 deposit	\$ 5,470	\$15,000 deposit	Preparation: \$10,000	\$ 8,360

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
<b>DESIGN REVIEW</b>								
	Design Review - Administrative	\$ 2,500	\$ 3,277		\$376 - \$5,468	\$680 deposit	\$ 2,500	\$ 6,891
	Design Review - Planning Commission	\$ 4,000	\$ 7,646	\$2,570 - \$3,900	\$ 1,048	\$2,270 deposit for discretionary approval	\$ 2,679	\$ 8,107
<b>OTHER</b>								
	Annexation Review - Property Owner Initiated	\$ 15,000	\$ 17,477	\$8,050 deposit	\$ 5,200	\$16,260 deposit	\$ 500	
	Codes, Covenants & Restrictions (CC&R's) Review	\$ 700	\$ 2,185	\$7,000 deposit	\$ 510	\$510 plus Attorney Costs		
	Public Convenience & Necessity	\$ 1,000	\$ 5,462					
	Sidewalk Sale	\$ 200	\$ 742					
	Outdoor Sale	\$ 200	\$ 742					
	Rummage Sale	\$ 200	\$ 742	No Comparison	No Comparison			
	Parking Lot Sale	\$ 200	\$ 742					
	Promotional Events	\$ 200	\$ 742			No Comparison	No Comparison	No Comparison
	Christmas Tree Lot	\$ 100	\$ 371					
	Parade Concessions	\$ 100	\$ 371	\$25 for non-profits, \$1,640 all others	\$413 per hour			
	RV Lot	\$ 200	\$ 742	No Comparison	\$ 648	\$ 300		
<b>APPEAL FEES</b>								
	Appeal of Staff Decision to Planning Commission	\$ 1,000	\$ 5,462		\$ 443	\$ 460	\$ 1,880	
	Appeal of Planning Commission Decision to City Council	\$ 1,500	\$ 5,462	\$ 3,600	\$ 916	\$ 270	\$ 2,539	\$ 1,500
	Single Family Resident (in City)	\$ 500	\$ 2,185		No Comparison	No Comparison	No Comparison	
<b>WILLIAMSON ACT</b>								
	Cancellation Review						\$ 1,693	
	Establishment	\$ 5,000	n/a	No Comparison	No Comparison	No Comparison	\$ 2,164	No Comparison
	Enlargement							
	Disestablishment						No Comparison	
	Process Fee for Non-Renewal							
<b>SIGN PERMITS</b>								
	Temporary Banner Permit	\$ 120	\$ 437	\$ 46	\$ 35	\$ 40	No Comparison	\$ 250
	Temporary Real Estate Sign	\$ 120	\$ 437	No Comparison	No Comparison	No Comparison	\$ 224	
new	Single Sign	\$ 300	\$ 437	\$ 50	No Comparison	No Comparison	No Comparison	No Comparison
new	Multiple Signs	\$ 300	\$ 655	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison

Notes

- [1] Source: "Desert Hot Springs\_fi Fee Schedule 06.28.17AP.pdf"
- [2] Source: "Palm Springs ComprehensiveFeeSchedule 06.28.17 AP.pdf"
- [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
- [4] Source: "Planning Building.pdf" for Coachella Fees
- [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.3***

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### ***Comparative Fee Survey – Public Works Engineering***

Fee No.	Fee Description	Fee Type / Unit	City of Indio		Comparative Cities					
			Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	Cathedral City	City of Coachella	City of La Quinta	
<b>I.</b>	<b>LEGALS</b>									
<b>1</b>	<b>Final Parcel / Tract Map and Map Amendments</b>									
a	Map Filing Fee - City staff Processing of Submittal	per project	\$ 800	\$ 942	\$2,950 plus \$750 per sheet	\$ 200	No Comparison	No Comparison	No Comparison	
b	Final Parcel / Tract Map and Map Amendments (Consultant Review)									
	Submittals with 1-5 sheets in quantity	per sheet	\$ 1,500	\$ 650	\$4,510 per map plus \$750 per sheet	\$868.40 per sheet	\$1,560 plus \$21 per lot for Parcel Maps/ \$1,890 plus \$21 per	No Comparison	Minor: \$100 per sheet Major: \$750 per sheet	
	Submittals with 6-15 sheets in quantity	per sheet	\$ 1,500	\$ 625						
	Submittals with 16+ sheets in quantity	per sheet	\$ 1,500	\$ 600						
	Additional plan check services for 4th and subsequent submittals	hourly	\$ -	\$ 150						
<b>II</b>	<b>PLAN CHECK</b>									
4	Street Improvement Plans	per sheet	\$ 1,900	\$ 2,356	\$1,204 plus additional charges per sheet based on Grading scale (\$600 - \$2,000)	\$ 708	No Comparison	No Comparison	\$100 per sheet	
5	Precise Grading Plans	per sheet	\$ 2,300	\$ 2,827	0-20 scale - \$1,204 plus \$600 per sheet 30,40,50 scale - \$1,204 plus \$750 per sheet 100+ scale - \$1,204 plus \$2,000 per sheet Each Infrastructure Type - \$1,204 plus \$750 per sheet	No Comparison	No Comparison	No Comparison	\$750 per sheet	
7	Storm Drain Plans	per sheet	\$ 1,700	\$ 1,884	No Comparison	\$ 556	\$1,390 plus \$683 each subsequent sheet	No Comparison	\$750 per sheet	



Fee No.	Fee Description	Fee Type / Unit	City of Indio		Comparative Cities					
			Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	Cathedral City	City of Coachella	City of La Quinta	
V	ENCROACHMENT AND INSPECTION PERMIT									
1	Encroachment Permit Processing / Renew Expired Permit		\$ 357	\$ 471	Tract - \$200 deposit with time spent. Sidewalk, Curb, Gutter - \$210 deposit with time spent. Annual Utility Permit - \$210 plus each Utility cut, Street Cut - \$58. Street Cut over 30 linear feet - \$58 deposit with time spent.	Set Individually	No Comparison	No Comparison	Application Fee \$100 3% of 1st \$1,000,000 in improvement cost, plus 2% of 2nd \$1,000,000 in improvement cost plus 1% thereafter, plus \$1,000 refundable "as-built" plan deposit. Renew Expired Permit: \$100 + 10% of original fee per year expired	
2	Traffic Control - Plan Review		\$ 357	\$ 353	No Comparison	No Comparison	\$750 plus \$683 for each subsequent page	No Comparison	Application Fee \$100 Plan Preparation Fee \$50/intersection Traffic Control Devices: Barricades \$5/barricade+\$0.40/day Signs \$5/sign+\$1/day Cones \$1/cone+\$0.30/day	

Fee No.	Fee Description	Fee Type / Unit	City of Indio		Comparative Cities					
			Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	Cathedral City	City of Coachella	City of La Quinta	
3	Street Inspection Fee / On-Site and Off Site Improvements									
	Project Value < \$10,000	flat fee	\$ 357	\$ 471	\$3,900 per application	\$708.24 per covenant	\$0.30 per lineal foot - \$525 up to \$5,000 project value	No Comparison	\$750 per sheet	
	\$10,000	flat fee up to \$10,000	\$ 357	\$ 471						
		each add'l \$1	\$ 0.03	\$ 0.02						
	\$50,000	base fee @ \$50,000	\$ 1,428	\$ 1,649						
		each add'l \$1	\$ 0.04	\$ 0.05						
	\$100,000	base fee @ \$100,000	\$ 3,570	\$ 4,004						
		each add'l \$1	\$ 0.03	\$ 0.02						
	\$500,000	base fee @ \$500,000	\$ 14,992	\$ 17,431						
		each add'l \$1	\$ 0.16	\$ 0.05						
	\$1,000,000	base fee @ \$1 m	\$ 95,696	\$ 41,928						
		each add'l \$1	\$ 0.01	\$ 0.05						
	\$2,500,000	base fee @ \$2.5 m	\$ 114,226	\$ 113,300						
		each add'l \$1	\$ 0.05	\$ 0.05						
7	Survey Monument (per lot)		\$ 179	\$ 236	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison	
8	Single Family Residential Final Grading (per lot)	per lot	\$ 357	\$ 353	Standard Single Family Lot < 1 acre - \$1,025; 1-5 Acres - \$1,025 plus \$769 per acre or portion thereof over 1 acre; 5+ Acres - \$1,025 plus \$513 per acre or portion thereof over 1 acre	\$27.15 - \$1,061.70 plus (based on Cubic Yards)	\$80 for less than 15,000 s.f.; \$1,800 for 15,000 s.f. - 4 acres; \$2,000 over 4 acres	No Comparison	No Comparison	

- Notes
- [1] Source: "Desert Hot Springs fi Fee Schedule 06.28.17AP.pdf"
  - [2] Source: "Palm Springs ComprehensiveFeeSchedule 06.28.17 AP.pdf"
  - [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
  - [4] Coachella Engineering fees unavailable.
  - [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.4***

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### ***Comparative Fee Survey – Building Safety Division***

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
<b>BUILDING PLAN CHECK AND PROCESSING FEES</b>								
Total Valuation:								
	\$1.00 to \$500.00	\$ 65	\$ 64.88	\$ 54.91				\$ 35.50
	\$501.00 to \$2,000.00							
	for first \$500.00	\$ 65	\$ 64.88	\$ 63.35				\$ 70.99
	for each additional \$100.00 (or fraction thereof, to and including \$2,000.00)	\$ 9	\$ 9.08	No Comparison				\$ -
	\$2,001.00 to \$25,000.00							
	for first \$2,000.00	\$ 200	\$ 203.71	\$ 63.35				\$ 134.88
	for each additional \$1,000.00 (or fraction thereof, to and including \$25,000.00)	\$ 4	\$ 3.89	\$ 10.34				\$ 33.10
	\$25,001.00 to \$50,000.00							
	for first \$25,000.00	\$ 280	\$ 284.16	\$ 303.07				\$ 761.41
	for each additional \$1,000.00 (or fraction thereof, to and including \$50,000.00)	\$ 20	\$ 19.46	\$ 8.44				\$ 2.69
	\$50,001.00 to \$100,000.00							
	for first \$50,000.00	\$ 775	\$ 770.74	\$ 514.07	\$362.96 Single Family House; \$752.92 Single Family House Remodel; \$81.12 for Door, Patio, Pool, and Photovoltaic Review	65% of Building Permit	N/A City's fee structure not based on valuation.	\$ 828.66
	for each additional \$1,000.00 (or fraction thereof, to and including \$100,000.00)	\$ 11	\$ 10.38	\$ 6.27				\$ 2.69
	\$100,001.00 to \$500,000.00							
	for first \$100,000.00	\$ 1,300	\$ 1,257.32	\$ 1,272.85				\$ 963.16
	for each additional \$1,000.00 (or fraction thereof, to and including \$500,000.00)	\$ 1	\$ 1.30	\$ 6.43				\$ 1.95
	\$500,001.00 to \$1,000,000.00							
	for first \$500,000.00	\$ 2,000	\$ 1,946.32	\$ 2,558.32				\$ 1,616.75
	for each additional \$1,000.00 (or fraction thereof, to and including \$1,000,000.00)	\$ 3	\$ 2.60	\$ 6.43				\$ 1.28
	\$1,000,001.00 and up							
	for first \$1,000,000.00	\$ 3,300	\$ 3,243.86	\$ 2,558.32				\$ 2,259.57
	for each additional \$1,000.00 (or fraction thereof)	\$ 4	\$ 3.89	\$ 6.43	\$ 0.61			

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
<b>BUILDING PLAN CHECK AND PROCESSING FEES</b>								
<b>BUILDING PERMIT FEES</b>								
Total Valuation:								
	\$1.00 to \$500.00	\$ 140	\$ 129.75	\$ 64.61				\$ 25.35
	\$501.00 to \$2,000.00							
	for first \$500.00	\$ 140	\$ 129.75	\$ 64.61				\$ 50.71
	for each additional \$100.00 (or fraction thereof, to and including \$2,000.00)	\$ 3	\$ -	No Comparison				\$ -
	\$2,001.00 to \$25,000.00							
	for first \$2,000.00	\$ 140	\$ 129.75	\$ 81.00				\$ 102.97
	for each additional \$1,000.00 (or fraction thereof, to and including \$25,000.00)	\$ 12	\$ 11.68	\$ 13.00				\$ 19.04
	\$25,001.00 to \$50,000.00							
	for first \$25,000.00	\$ 420	\$ 391.86	\$ 466.47				\$ 437.99
	for each additional \$1,000.00 (or fraction thereof, to and including \$50,000.00)	\$ 10	\$ 9.08	\$ 13.00				\$ 0.82
	\$50,001.00 to \$100,000.00							
	for first \$50,000.00	\$ 660	\$ 628.01	\$ 791.24	No Comparison		N/A	\$ 458.49
	for each additional \$1,000.00 (or fraction thereof, to and including \$100,000.00)	\$ 7	\$ 6.49	\$ 9.63			City's fee structure not based on valuation.	\$ 0.82
	\$100,001.00 to \$500,000.00							
	for first \$100,000.00	\$ 1,000	\$ 945.91	\$ 1,272.85				\$ 499.49
	for each additional \$1,000.00 (or fraction thereof, to and including \$500,000.00)	\$ 3	\$ 2.60	\$ 6.43				\$ 0.77
	\$500,001.00 to \$1,000,000.00							
	for first \$500,000.00	\$ 2,000	\$ 1,894.42	\$ 3,844.32				\$ 749.57
	for each additional \$1,000.00 (or fraction thereof, to and including \$1,000,000.00)	\$ 3	\$ 2.60	\$ 6.43				\$ 0.56
	\$1,000,001.00 and up							
	for first \$1,000,000.00	\$ 3,250	\$ 3,012.90	\$ 7,059.32				\$ 1,032.62
	for each additional \$1,000.00 (or fraction thereof)	\$ 3	\$ 2.60	\$ 6.43				\$ 0.39

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
<b>BUILDING PLAN CHECK AND PROCESSING FEES</b>								
<b>MECHANICAL, PLUMBING, AND ELECTRICAL PERMITS</b>								
	For all new construction, remodels, and additions (projects associated with a building permit):							
	0 - 1500 s.f.	\$ 110	\$ 129.75	\$13 - \$41	\$156 per hour	Actual Cost	Inspection: \$2,445 Plan Check: \$2,304	First 1,000 s.f.: \$192.89/ Ea. add'l 1,000 s.f.: \$17.40
	Each 100 s.f. over 1501 s.f.	\$ 1	\$ 1.30		\$156 per hour	Actual Cost		
	For services under 600 AMPS	\$ 125	\$ 194.63	\$27 - \$124	\$156 per hour	Actual Cost	\$115-\$224	\$24.17 - \$84.60
	For services over 600 AMPS	\$ 220	\$ 259.51		\$156 per hour	Actual Cost		
	For each water heater and/or vent	\$ 45	\$ 72.66	No Comparison	\$ 81	No Comparison	\$ 137	\$ 19
<b>SOLAR SYSTEM PERMITS</b>								
	Residential Permit (first 15KW)	\$ 252	\$ 324.39	No Comparison	\$209.04 for Single Family	Based on permit valuation and size of panels	\$ 300	No Comparison
	>15KW, Per KW	\$ -	\$ 21.63				\$ 15	
	Commercial Permit			No Comparison	\$326.96 for Commercial up to 100 KW, \$5.20 for	Based on permit valuation and size of panels	\$ 600	
	Up to 50KW	\$ 252	\$ 648.77				\$1,000 +\$7/kW	
	51 to 250kw (per KW)	\$ -	\$ 32.44				\$2,400 + \$5/kW	
	>250KW (per KW)	\$ -	\$ 32.44					

Notes

- [1] Source: "Desert Hot Springs fi Fee Schedule 06.28.17AP.pdf"
- [2] Source: "Palm Springs ComprehensiveFeeSchedule 06.28.17 AP.pdf"
- [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
- [4] Source: "Planning Building.pdf" for Coachella Fees
- [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.5***

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### ***Comparative Fee Survey – Fire Prevention***

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
	Automatic Fire Sprinkler:							
	New System: Custom/Model Residential Home or Commercial Plan Review and Inspection							
I	0-5,000 s.f.	\$ 698	\$ 1,105	\$ -	\$158 Single-Family Detached	\$85 per hour Inspection/ \$115 per hour Plan Check	\$614 per riser	\$614 per riser
I	5,001-15,000 s.f.	\$ 837	\$ 1,326	\$ -				
I	15,001-30,000 s.f.	\$ 976	\$ 1,548	\$ -	\$ 277			
I	> 30,001 s.f. (each additional 10k s.f.)	\$ 186	\$ 295	\$ -				
	New System: Residential Production Home Inspection per home							
I		\$ 124	\$ 295	\$ -	\$ 158	No Comparison	\$ 192	\$ 192
	Repairs/Alterations to existing system							
I	0-5,000 s.f.	\$ 348	\$ 1,105	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	5,001-15,000 s.f.	\$ 418	\$ 1,326	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	15,001-30,000 s.f.	\$ 488	\$ 1,548	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	> 30,001 s.f. (each additional 10k s.f.)	\$ 186	\$ 295	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
	Automatic Extinguishing System Other than Sprinkler							
I	Fire Pump	\$ 279	\$ 442	No Comparison	No Comparison	No Comparison		
new	Standpipe System Class I, II,III	\$ -	\$ 1,695	No Comparison	\$ 378	No Comparison	Suppression System: \$215	Suppression System: \$215
	Building Plan Review / Inspection							
	Commercial Tenant Improvement	\$ 496	\$ 1,179	No Comparison	\$ 293	\$85 per hour Inspection/ \$115 per hour Plan Check	\$ 696	\$ 696
	New Commercial/Multifamily/Mixed Use	\$ 1,069	\$ 1,695	No Comparison	\$ 293		\$ 1,056	\$ 1,056
new	1 or 2 Family Dwelling	\$ -	\$ 368	No Comparison	\$ 293		\$ 1,056	\$ 1,056
new	Vehicle/Pedestrian Gates	\$ -	\$ 626	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
	Fire Alarm Systems:							
	Inspections/New Systems							
I	0 - 5,000 s.f.	\$ 745	\$ 1,179	No Comparison	\$293 Single Family Detached; \$714 Commercial Industrial up to 35,000 s.f.; \$1,389 over 75,000 s.f.	No Comparison	\$ 627	\$ 627
I	5,001 - 15,000 s.f.	\$ 1,023	\$ 1,621	No Comparison		No Comparison		
I	15,001 - 30,000 s.f.	\$ 1,116	\$ 1,769	No Comparison		No Comparison		
I	> 30,0001 s.f. (each additional 10K s.f.)	\$ 560	\$ 295	No Comparison		No Comparison		
	Repair/Alterations to existing Fire Alarm Systems:							
I	0 - 5,000 s.f.	\$ 279	\$ 442	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	5,001 - 15,000 s.f.	\$ 418	\$ 663	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	15,001 - 30,000 s.f.	\$ 560	\$ 884	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	> 30,0001 s.f. (each additional 10K s.f.)	\$ 185	\$ 295	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison

[1] Source: "Desert Hot Springs fi Fee Schedule 06.28.17AP.pdf"  
 [2] Source: "Palm Springs\_ComprehensiveFeeSchedule 06.28.17 AP.pdf"  
 [3] Cathedral City Fire Fees provided via department correspondence.  
 [4] Source: Coachella "For\_3\_Fire\_Department\_Based\_Fees\_.pdf"  
 [5] Source: "La Quinta Fee Schedules.pdf"



## ***APPENDIX B.6***

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### ***Comparative Fee Survey – Community Services***

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
1	<b>Special Event Permits</b>							
	Special Events - No Concert	\$ 3,503	\$ 5,146	Actual Costs	No Comparison	\$0 - \$250 plus	No Comparison	No Comparison
	Category 1 Events							
	16+ weeks in advance	\$ 2,002	\$ 5,146	No Comparison	No Comparison	\$0 - \$250 plus \$100 deposit for parks, \$510 plus \$600 deposit for town square event	No Comparison	No Comparison
	12-15 weeks in advance	\$ 2,002	\$ 5,146					
	8-11 weeks in advance	\$ 2,002	\$ 5,146					
	Category 2 Events	\$ 3,503	\$ 1,287					
	Category 3 Events	\$ 2,002	\$ 515					
	DSUSD Events	\$ 2,002	\$ 515					
	Special Event Review Request from Other City Department	\$ -	\$ 257	No Comparison	\$ 181	No Comparison	No Comparison	No Comparison
2	<b>Garage Sale</b>	\$ 10	\$ 21					
	Plus: Signage costs		\$ 2					
	<b>Subtotal</b>	\$ 10	\$ 23	\$ 17	\$ 20	No Comparison	No Comparison	\$ 10
3	<b>Circus, Carnival, Auctions, Outdoor or Tent Meetings</b>	\$ 2,002	\$ 5,146	\$25 for non-profit application; \$1,640 for all other applicants	\$ 232	No Comparison	No Comparison	\$200 per day

Notes

- [1] Source: "Desert Hot Springs\_fi Fee Schedule 06.28.17AP.pdf"
- [2] Source: "Palm Springs ComprehensiveFeeSchedule 06.28.17 AP.pdf"
- [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
- [4] Coachella Special Events fees unavailable.
- [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.7***

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### ***Comparative Fee Survey – Police***

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
1	Fingerprinting	\$ 63	\$ 105	\$20 plus DOJ Fees	\$ 36	No Comparison	No Comparison	No Comparison
	<b>Police Reports</b>							
2	Incident/Crime Report	\$0.25 per page	\$ 44	\$1 for first page, \$0.25 for each add'l page	\$0.10 per page	\$0.25 per page	No Comparison	No Comparison
3	Traffic Collision	\$0.25 per page	\$ 29	\$1 for first page, \$0.25 for each add'l page	\$0.10 per page	\$0.25 per page	No Comparison	No Comparison
5	Background Letter	\$ 27	\$ 44	No Comparison	\$ 156	No Comparison	No Comparison	No Comparison
	<b>Vehicles</b>							
6	Abatement of Dismantled and Abandoned Vehicles	\$ 123	\$ 329	\$ 120	\$52 per day	\$ 110	No Comparison	No Comparison
7	Auto Repossession	\$ 15	\$ 44	No Comparison	No Comparison	\$ 15	No Comparison	No Comparison
8	Vehicle Impound	\$ 265	\$ 396	\$ 166	\$ 156	\$ 155	No Comparison	No Comparison
19	Property Title Report	\$ -	\$ 33	No Comparison	No Comparison	No Comparison	\$ 40	No Comparison
20	Public Nuisance Hearing	\$ -	\$ 394	\$ 1,440	\$156 [6]	No Comparison	\$ 40	No Comparison
21	Administrative Citation and Cost Recovery			\$ 45	No Comparison	No Comparison	\$ 20	No Comparison

Notes

- [1] Source: "Desert Hot Springs fi Fee Schedule 06.28.17AP.pdf"
- [2] Source: "Palm Springs\_ComprehensiveFeeSchedule 06.28.17 AP.pdf"
- [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
- [4] Source: "Police\_ScheduleOfFees.pdf" for Coachella Fees
- [5] La Quinta Police fees unavailable.
- [6] Administrative Hearing



Image of City of Indio Fire Paramedics

# CITY OF INDIO FIRE DEPARTMENT

Final Report

Ambulance Rates Study

September 30, 2020

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# 1. EXECUTIVE SUMMARY

NBS performed a Study of the City of Indio’s fees and charges for ambulance services. The City’s primary purposes in conducting this Study were to ensure that existing fees do not exceed the costs of providing services and to provide an opportunity for the City Council to re-align fee amounts with local cost recovery policies.

Currently, the City bills a flat Ambulance Transport fee of \$1,200, and an Ambulance Treatment with Non-Transport Fee of \$150. Additionally, depending on the type of bill recipient (insurance provider, individual, etc.), the City may also bill for several “reimbursable items” such as mileage, fuel, medications, EKG, night charges, and oxygen.

This Study identified approximately \$9.5 million in City costs of providing ambulance services. The City bills \$4.9 million on average using its current fees for services. Current fees recover approximately 51% of the total costs of providing these services.

However, review of historical calls for service and billing data showed that the City does not issue a bill for 100% of ambulance calls received and not all calls result in an ambulance transport and/or treatment without transport service. Additionally, the City’s collection rate (receipt of actual payment) is approximately 40% of total revenues billed. Depending on whether the recipient of a bill is a private or public insurance company, or individual, significant write offs and payment delays typically occur.

At current billing activity levels, NBS estimates that the City could increase annual billing amounts from \$4.9 million to \$6.4 million, if fees for services were billed at full cost recovery amounts. Once the collections rate of 40% is applied, the net increase in revenue received would be approximately \$613,000.

**TABLE 1. REPORT SUMMARY**

	Average Annual Billings at Current Fees	Estimated Annual Billings at Full Cost Recovery Fees	Estimated Annual Billings at Recommended Fees
Billed	\$ 4,887,414	\$ 6,419,572	\$ 6,323,811
Collected	\$ 1,954,966	\$ 2,567,829	\$ 2,529,524

However, as discussed in Section 2.2.3 of this report, there may be local policy considerations for adopting fees at less than the calculated full cost recovery amount. NBS completed a survey of similar fees and charges in comparable agencies. Although the City of Indio’s current ambulance fees are lower than the average, it will likely not be feasible for many fee payors, in particular those receiving treatment without transport services to pay the 100% cost recovery fee. As such, City staff have initially recommended fees for ambulance services in line with the average fees charged by other similar

agencies. Should Council adopt the recommended fee amounts shown, an additional \$1.4 million in costs would be billed, with a net increase in collected revenue of \$575,000.

The body of this report illustrates how NBS established the maximum fee amounts that reflect the City's costs of providing services, as well as the policy options for considering implementation of fee amounts at or below that ceiling.



## 2. PROJECT APPROACH

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In approaching any fee study, NBS assesses the unique conditions of the agency with which we work, applies a core philosophy, and selects methodologies that best fit the requirements of the individual agency. Given the diversity and ambiguities present in many aspects of city finance and policy, this is a necessary strategy since one-size-fits-all methods are not sustainable once they become owned by the agency served.

At its core, NBS believes that “there is a legal foundation in place that provides the City with the authority to impose fees for the discretionary services and regulatory activities it provides.” The cost of providing these services and activities can be reasonably calculated and fees can be structured in a manner that allows the City to recover all, or part, of the cost of providing these services. The calculation of the cost of providing requested services is an analytical effort that involves adopted and expected cost information and estimates of time required to perform a service or activity. Determining the targeted level of cost recovery from a new or increased fee is not an analytical exercise. It involves agency-specific judgments linked to a variety of factors, such as existing City policies, agency-wide or departmental revenue objectives, economic goals, community values, market conditions, level of demand, and others. As long as the adopted fee is set at an amount that does not exceed the estimated, or reasonable, full cost of providing the service or activity requested, the City is in compliance with the legal framework currently in place.

### 2.1 Legal Foundation

In California, there is great variability amongst fees charged to individuals for receiving ambulance transport and/or treatment. There is no set standard in California locally or statewide for how ambulance fees and rates should be calculated or administered. Therefore, in NBS’ opinion, the foundation for justification of ambulance fees for services needs to rely on a combination of federal guidelines and requirements as well as California state authorities for charging fees.

The Centers for Medicare and Medicaid Services (CMS), is a federal agency within the United States Department of Health and Human Services (HHS) that administers the Medicare program and works in partnership with state governments to administer Medicaid. CMS developed a national Ambulance Fee Schedule for services eligible for partial reimbursement to providers. CMS sets caps for how much a provider can be reimbursed for administering ambulance services, but the organization does not regulate how much can be charged to patients or private insurance companies. For the ambulance transport benefit under Medicare Part B, an annual update is applied to the payment limits for ambulance transports that is equal to the percentage increase in the Consumer Price Index for All Urban Consumers (CPI-U) for the 12-month period ending with June of the previous year. NBS has relied on several of the CMS guidelines to structure which types of fees are charged for Medicare and Medicaid billing purposes.

It is generally accepted in California that cities are granted the authority to impose user and regulatory fees for services and activities they provide through provisions of the State Constitution. First, cities are granted the ability to perform broad activities related to their local policing power and other service

authority as defined in Article XI, Sections 7 and 9. More specifically, the type of fees the City of Indio seeks to establish for ambulance services fall under the California Constitution Article XIII C. Section 1(e), which provides seven stated exceptions to the State’s definition of a “tax”.

The City’s ambulance fees represent cost recovery opportunities entirely within the City’s control. These are revenues which the City Council may, at its sole discretion upon public hearing, implement and/or modify without further public process or approval. The only legal limitation on the establishment of these fees is that they may not exceed the estimated and reasonable costs incurred to provide the service or perform the function for which the fee is charged.

## 2.2 Project Approach

The fee study completed by NBS is a quantitative effort which compiles the full cost of providing governmental services and activities and translates those costs into proposed fee amounts best aligned with how services are provided. There were three phases of analysis completed during this study:

1. Cost of Service Analysis
2. Fee Establishment
3. Cost Recovery Evaluation

### 2.2.1 COST OF SERVICE ANALYSIS

A Cost of Service Analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. There are two primary types of costs considered: direct and indirect costs. Direct costs are those that specifically relate to an activity or service, including the real-time provision of the service. Indirect costs are those that support provision of services in general but cannot be directly or easily assigned to a singular activity or service.

The following are different types of direct and indirect costs that are considered in the Cost of Service Analysis:

#### Direct Costs:

- **Direct personnel costs** – Salary, wages and benefits expenses for personnel specifically involved in the provision of services and activities to the public.
- **Direct non-personnel costs** – Discrete expenses incurred by the City due to a specific service or activity performed, such as contractor costs, third-party charges, and very specific materials used in the service or activity.

#### Indirect Costs:

- **Indirect personnel costs** – Personnel expenses supporting the provision of services and activities. This can include line supervision and departmental management, administrative support within a department, and staff involved in technical support activities related to the direct services provided to the public.

- **Indirect non-personnel costs** – Expenses other than labor involved in the provision of services. In most cases, these costs are allocated across all services provided by a department, rather than directly assigned to individual fee categories.
- **Overhead costs** – These are expenses, both labor and non-labor, related to City-wide support services. Support services include general administrative services such as City Manager, Finance, Human Resources, etc. The amount of costs attributable to the City included in this Study were sourced from the City’s Cost Allocation Plan.

All cost components in this Study use annual (or annualized) figures, representing a twelve-month cycle of expenses incurred by the City in the provision of services. Once the total estimated annual costs of providing services are known, further analysis is completed to identify service costs that may not be eligible for recovery in the fees subject to study.

To translate the annual costs of providing fee-related services into full cost-recovery individual fee amounts, NBS applied estimated or tracked time data and estimated or tracked activity (workload) data as an indicator of the level of service provided by type of service provided.

### 2.2.2 FEE ESTABLISHMENT

The Study’s process provided the opportunity to propose additions and deletions to the fee schedule, as well as to rename, reorganize, and clarify fees imposed. Many such revisions better conform fees to current practices, as well as improve the calculation of fees owed by an individual, the application of said fees, and the collection of revenues.

In most cases, the current structure of fees did not change; the focus is to recalibrate the fee amount to match the costs of services. In several cases, however, fee categories and fee names were simplified or re-structured to increase the likelihood of full cost recovery, or to enhance the fairness of how the fee applies to various types of fee payers.

### 2.2.3 COST RECOVERY EVALUATION

The NBS fee model compares the existing fee for each service or activity to the average total cost of service quantified through this analysis. A cost recovery rate of 0% identifies no current recovery of costs from fee revenues (or insufficient information available for evaluation). A rate of 100% means that the fee currently recovers the full cost of service. A rate between 0% and 100% indicates partial recovery of the full cost of service through fees. A rate greater than 100% means that the fee exceeded the full cost of service.

Fees examined in this Study should not exceed the full cost of service. In other words, the cost recovery rate achieved by a fee should not be greater than 100%. NBS assists with modeling the “recommended” or “targeted” level of cost recovery for each fee, always established at 100%, or less, than the calculated full cost of service.

Targets and recommendations always reflect agency-specific judgments linked to a variety of factors, such as existing City policies, revenue objectives, economic goals, community values, market conditions, level

of demand, and others. Because this element of the Study is subjective, NBS provides the cost of service calculation based on 100% full cost recovery as well as the framework for the City to adjust in accordance with the City's goals as pertains to code compliance, cost recovery, economic development, and social values.

#### **2.2.4 COMPARATIVE FEE SURVEY**

The results of the Comparative Fee Survey for the City's Ambulance fees are listed below. Often policy makers request a comparison of their jurisdiction's fees to surrounding or similar communities. NBS worked with the City to choose five comparative agencies: American Medical Response (AMR), Cathedral City, Cove Communities, Los Angeles County, and San Bernardino County.

While a comparison can provide a sense of the local market pricing for services and be useful in gauging the impact of recommendations for fee adjustments, the following should be noted about the general approach to, and use of, comparative survey data:

- Comparative surveys do not provide information about the cost recovery policies or procedures inherent in each comparison agency.
- A "market based" decision to price services below the full cost of service calculation, is the same as deciding to subsidize that service.
- Comparative agencies may or may not base their fee amounts on the estimated and reasonable cost of providing services. NBS did not perform the same level of analysis provided for this Study on the comparative agencies' fees.
- Comparative fee survey efforts are often non-conclusive for many fee categories. Comparison agencies typically use varied terminology for provision of similar services.

In general, NBS reasonably attempts to source each comparison agency's fee schedule from the Internet and compile a comparison of fee categories and amounts for the most readily comparable fee items that match the client's existing fee structure. In California, counties generally have control over emergency transport services, but state law allowed certain cities to contract their services with other departments, such as county or city fire departments. This is seen in the comparison survey below.

**City of Indio**  
**Ambulance - User Fee Study Fiscal Year 2019**  
**Comparison of Charges for Fee Related Activities and Services**

City of Indio				Comparative Agencies				
Fee No.	Fee Description	Fee Type / Unit	Current Fee <sup>[1]</sup>	American Medical Response <sup>[2]</sup>	Cathedral City	Cove Communities <sup>[3,8]</sup>	Los Angeles County <sup>[4,5]</sup>	San Bernardino County <sup>[6]</sup>
<b>Treatment</b>								
1	Ambulance Transport Fee (ALS)	per patient	\$ 1,200	\$ 1,798	\$ 1,225	\$ 1,464	ALS non-emergency: \$2,268 ALS emergency: \$2,428	Urban Areas: \$1,608 Rural Areas: \$1,769
2	Assessment at the Scene (Ambulance Non-Transport Fee) <sup>[7]</sup>	per patient	\$ 150	\$ 278	\$ 250	\$ 425	<i>no comparison</i>	<i>no comparison</i>
3	EKG	per month	\$ 100	<i>no comparison</i>	<i>no comparison</i>	3-Lead: \$156.48 12-Lead: \$285	<i>no comparison</i>	\$ 121
4	Fuel Surcharge	per transport	\$ 10	<i>no comparison</i>	<i>no comparison</i>	<i>no comparison</i>	<i>no comparison</i>	<i>no comparison</i>
5	Medications	per patient	\$ 75	<i>no comparison</i>	<i>no comparison</i>	<i>no comparison</i>	<i>no comparison</i>	<i>no comparison</i>
6	Mileage	per mile	\$ 22	\$ 44	\$ 28	\$ 29	\$ 19	\$ 30
7	Night Charge	per night	\$ 115	\$ 204	\$ 119	<i>no comparison</i>	\$ 26	Urban Areas: \$203 Rural Areas: \$224
8	Oxygen	per patient	\$ 100	\$ 187	\$ 60	\$ 132	\$ 97	Urban Areas: \$176 Rural Areas: \$194

**Notes**

- [1] City of Indio rates sourced from Charge Type By Billing Zone FY 2015-2019.pdf.
- [2] American Medical Response rates are for Palm Springs/Blythe area.
- [3] Cove Communities consists of Rancho Mirage, Palm Desert, and Indian Wells. Served by Cal Fire-Riverside County.
- [4] LA County General Public Ambulance Rates only apply to private ambulance providers. Public providers like the Fire Department are not bound by these set rates in LA County.
- [5] LA County rates are considered max rates for one patient. Rates are established per County Code Title 7, Business Licenses, Chapter 7.16, Ambulances, Section 7.16.340. Rates do not apply to a contract between the ambulance operator and the County where different rates or payment mechanisms are specified. Source: LA County General Public Ambulance Rates July 2019.pdf.
- [6] San Bernardino County contains rates for Urban Operating Areas and Rural Wilderness Operating Areas. This study references rates for both areas.
- [7] Also known as "Dry Run".
- [8] Cove Communities 3-Lead EKG records electrical differences between the left leg and left arm electrodes. The 12-Lead EKG gives a tracing from 12 different "electrical positions" of the heart.

As illustrated in the comparison survey above, the City's current Ambulance Transport fees are lower than all of the comparison agencies. The Treatment Non-Transport Fee is also lower than the agencies that charge fees for assessment at the scene. The remaining fees such as EKG, Mileage, Night Charge and Oxygen fall in the lower end of the other comparison agencies surveyed. Fuel Surcharge and Medications are not charged by any of the other comparison agencies surveyed.

At recommended cost recovery fee amounts, the City's fees would now fall in the middle of the comparison agencies surveyed.

## 2.2.5 DATA SOURCES

The following data sources were provided by the City and used to support the cost of service analysis and fee establishment phases of this Study:

- Adopted Budget for Fiscal Year (FY) 2019-20
- A complete list of the Fire Department's personnel, salary/wage rates, regular hours, paid benefits, and paid leave amounts
- Prevailing fee schedules
- Annual ambulance activity and billing data
  - Billing data activity summary for FY 2015-16 through FY 2019-20 was provided by City Finance.
  - Calls for service data for FY 2015-16 through FY 2019-20 was provided by Riverside County's dispatch center.

The City's adopted budget is the most significant source of information affecting cost of service results. NBS did not audit or validate the City's financial management and budget practices, nor was cost information adjusted to reflect different levels of service or any specific, targeted performance benchmarks. This Study has accepted the City's budget as a legislatively adopted directive describing the most appropriate and reasonable level of City spending.

## 3. ANALYSIS

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The focus of this Study is on fees charged for ambulance services provided by the City. The following is a summarized list of fees studied:

- **Transport Fee** – flat transportation fee for ambulance transport of a patient to the hospital.
- **Non-Transport Fee** – flat fee for services applied when the City responds to an emergency call for service, administers care at the scene, and does not transport the patient to hospital.
- **Related Reimbursable Medical Services Charges** – itemized charges allowed by CMS for EKG services, Oxygen, Fuel, Medications, and Night services.

The fees examined in this Study excluded other fire related fees for services, development impact fees, utility rates, and any special tax assessments, all of which fall under distinct legal, analytical and procedural requirements different from the body of user fees analyzed in this effort. Additionally, this Study excluded equipment rates, fines and penalties imposed by the City for violations to its requirements or codes.

### 3.1 Cost of Service Analysis

A full range of fire services are provided in the City as part of the regional fire protection system through a cooperative agreement with the Riverside County Fire Department. These services can be summarized into three main service delivery programs for purposes of analysis:

- **Fire Operations and Suppression Response** – emergency response related to fire incidents and other types of emergencies.
- **Emergency Medical Services (EMS)** – ambulance response services that typically result in a transport to a hospital or treatment on-scene without transport.
- **Fire Prevention / Other Programs** – annual inspections of commercial buildings, development review, Fire Code permits, investigative and code enforcement activities, etc.

Fire and EMS services are delivered from four fire stations strategically located throughout the City to provide timely responses and services. Through the cooperative agreement, the City receives staffing and the majority of fire engine apparatus and equipment needed to provide emergency response services from the County. In addition, the City contributes administrative support, fire station buildings, a fleet of ambulances, miscellaneous vehicles, and a ladder truck.

#### 3.1.1 ANNUAL COST OF AMBULANCE SERVICES

NBS reviewed the details of the FY 2019/20 cooperative agreement between the City and Riverside County. The focus of this Cost of Service Analysis was to reasonably estimate the total annual costs of providing ambulance services, to be recovered through fees for services.

**DIRECT LABOR COSTS**

The cooperative agreement which includes staffing for four stations providing fire emergency response services. Additional staffing is provided for Fire Department management and the City’s Fire Prevention program. Out of fifty-seven (57) staff included in the cooperative agreement, NBS excluded the costs of seven (7) staff from the analysis that are dedicated associated with Fire Prevention activities and the cost of one (1) Battalion Chief responsible for Department management that will be discussed in later sections of the cost analysis. The remaining forty-nine (49) positions are the Department’s staffing dedicated to suppression and EMS response.

According to the Fire Chief, most calls for service responded to by the Department are EMS rather than suppression related. As to how resources are deployed for EMS response, there are three (3) ambulances currently in service, seven (7) days per week, twenty-four (24) hours per day. Three (3) additional ambulances must be kept ready in reserve to ensure adequate coverage for the community’s needs. The three (3) ambulances in service are supported by four (4) paramedic fire engines. Each time an ambulance responds to a call for service, a paramedic engine accompanies that ambulance in order to provide medically necessary support to the ambulance and personnel inside it. Each ambulance is staffed with two people, both are paramedic firefighters. Each paramedic engine is staffed with three people, a captain, an engineer, and a firefighter, one of which is always a certified paramedic.

Table 2 shows the City’s estimated breakdown of staffing dedicated to EMS. Approximately \$6.7 million are staffing costs for thirty-one (31) positions directly dedicated to providing Emergency Medical Services.

**TABLE 2. EMS DIRECT LABOR COSTS**

Title	Total Salary and Benefits	FTE
Captain's Medic	274,044	1.00
Captain's Medic	274,044	1.00
Engineer's Medic	241,682	1.00
Engineer's Medic	241,682	1.00
Firefighter IIs Medics	419,082	2.00
Firefighter IIs Medics	838,164	4.00
Firefighter IIs Medics	419,082	2.00
Firefighter IIs Medics	419,082	2.00
Firefighter IIs Medics	838,164	4.00
Firefighter IIs Medics	419,082	2.00
Firefighter IIs Medics	838,164	4.00
Firefighter IIs Medics (Fixed Relief - Engine)	419,082	2.00
Firefighter IIs Medics (Fixed Relief - Medic Units)	419,082	2.00
Firefighter IIs Medics (Vac. Relief - Engine)	209,541	1.00
Firefighter IIs Medics (Vac. Relief - Medic Units)	419,082	2.00
<b>Department Total</b>	<b>\$ 6,689,059</b>	<b>31.00</b>



**CITY NON-LABOR COSTS**

Upon review of the City’s adopted expenditure budget for FY 2019/20, NBS identified several on-going operating costs, separate from the cooperative agreement, that are either directly or indirectly attributable the provision of EMS services.

The City outsources ambulance billing services for \$75,000 each year. These costs are 100% attributable as a support cost to EMS.

Table 3 shows expenses the City incurs that are necessary for supporting the Fire Department as a whole. NBS allocated these expenditures between EMS, Suppression, and Prevention based on the relative percentage of labor costs allocated by the cooperative agreement to each service area, and found that approximately 59% of these operating expenditures reasonably support staff providing EMS response:

**TABLE 3. ALLOCATED OPERATING EXPENDITURES FOR EMS**

Operating Cost Item	FY 19/20 Budget Amount
Repair and Maintenance	4,000
Small Tools & Equip	62,500
Office Supplies	9,500
Machinery & Equipment	18,000
Risk Management	170,486
Buildings & Grounds	363,210
Information Technology	16,555
Fleet Maintenance	282,561
<b>Total</b>	<b>\$ 926,812</b>
EMS Support Allocation	\$ 549,192
EMS Percentage	59%

NBS found that a total of \$624,192 of ongoing operating costs are reasonably attributable to EMS; \$75,000 in ambulance billing services, and \$549,192 in allocated operational support costs.

The City also owns a fleet of six (6) ambulances. Three (3) ambulances are consistently deployed, and three (3) are held in reserve to ensure adequate response coverage for the community’s needs. According to the City’s Fleet Manager, the cost of replacing each ambulance is approximately \$225,000 and replacement is required about every seven (7) years. The annual amortized cost of replacing six (6) ambulances is \$192,000, as shown in Table 4:

**TABLE 4. AMBULANCE REPLACEMENT COSTS**

Capital Replacement Cost Item	Replacement Cost	Useful Life (Yrs)	Annual Cost	Quantity	Annual Cost
Ambulance	\$ 225,000	7	\$ 32,143	6	\$ 192,857

**COOPERATIVE AGREEMENT SUPPORT COSTS**

The cooperative agreement includes several types of support costs that that are either directly or indirectly attributable to the provision of EMS services.

The agreement identifies \$257,710 of costs directly associated with the Medic Program, assumed to include medications, defibrillators, EKG and other equipment and supplies required for EMS. These costs are 100% attributable as a support cost to EMS.

Table 5 shows other allocated support costs included within the cooperative agreement identified as partially attributable to EMS. Administrative and Operational support costs are attributable to EMS, Suppression, and Prevention services, while ECC (Dispatch), Fleet and Communications and IT support costs are specific to Suppression and EMS only. As such NBS shows a slightly higher allocation of cooperative agreement support costs to EMS than section 3.1.2, at 62% of total support costs.

**TABLE 5. ALLOCATED OPERATING EXPENDITURES FOR EMS**

Support Services Cost Item	FY 19/20 Agreement Amount
Administrative/Operational	\$ 1,039,927
ECC Support	273,724
Fleet Support	244,436
Comm/IT Support	517,346
<b>Total</b>	<b>\$ 2,075,433</b>
EMS Support Allocation	\$ 1,289,317
EMS Percentage	62%

In summary, a total of approximately \$1.5 million of cooperative agreement support costs are reasonably attributable to EMS; \$257,710 in Medic Program costs, and \$1.3 million in allocated operational support costs.

**OVERHEAD COSTS**

Table 6 shows two types of overhead costs that attributable to EMS services, Fire Department overhead, and City-wide administrative overhead.

**TABLE 6. OVERHEAD COSTS**

Overhead Cost Item	Allocated Amount
Fire Department (Battalion Chief)	\$ 279,836
City-Wide Overhead	472,206
<b>Total</b>	<b>\$ 752,042</b>
EMS Support Allocation	\$ 445,630
EMS Percentage	59%

As mentioned in Section 3.1.1, the cooperative agreement between the City and the County includes a full-time Battalion Chief to function as the City’s Fire Chief.

The City also provides a number of indirect / overhead type services to the Fire Department including support from: City Council, City Manager, City Attorney, City Clerk, and Finance. Although the City does not budget within the Fire Department for these types of overhead costs, they are reasonable and attributable costs of providing services. NBS completed an overhead cost allocation plan analysis in June of 2017 which identified \$472,206 in overhead costs attributable to the Fire Department.

Consistent with the percentage of labor cost allocation methodology applied above, 59% of overhead costs are reasonably attributable to EMS.

**TOTAL ANNUAL COST SUMMARY**

Based on the analysis completed for each attributable cost component described above, Table 7 summarizes the City’s total estimated annual cost of providing EMS services at \$9.5 million:

**TABLE 7. TOTAL ANNUAL EMS COSTS**

Cost Element	EMS Total
Labor	\$ 6,689,059
City Non-Labor	624,192
Ambulance Replacement	192,857
Cooperative Agreement Support Costs	1,547,027
Department and Citywide Overhead	445,630
<b>EMS Total</b>	<b>\$ 9,498,765</b>

**3.1.2 INDIVIDUAL SERVICE-LEVEL COSTS**

To translate the total annual EMS costs established in Table 7 into individual costs per type of ambulance service, NBS allocated total annual EMS costs to individual service categories based on the average number of calls by type and the average amount of time required to service each type of call. Both calls by type and average time per call were sourced from Riverside County’s dispatch records.

Utilizing the dispatch data, a weighted distribution factor was derived by call volume and call time between Transports, Non-Transports, and Other Calls. Each time an ambulance responds to a call for service, a paramedic engine accompanies that ambulance in order to provide medically necessary support to the ambulance and personnel inside it. Therefore, service time must reflect the total number of personnel responding to each call, on average:

- Two person ambulance, both are Paramedic/Firefighters
- Three person paramedic Engine, Captain, Engineer and Firefighter. One of these people is always a Paramedic.

**Transports** are defined as calls that consisted of a patient being transported to the hospital by ambulance. Transports last as average of 30 minutes per call.

**Non-Transports** are defined as calls where treatment was administered on the scene, but the ambulance did not transport the patient to a hospital, also known as “Dry Run”. Based on conversations with City staff, if the medic unit is on the scene for more than 8 minutes, it would be indicative that an assessment with some form of treatment or advanced evaluation was performed.

**Other Calls** are defined as calls that last less than the 8-minute “on-scene time” threshold, which would be indicative of no treatment was administered on-scene and no transport was provided by ambulance. These calls have no potential for recovery of costs through fees for ambulance services.

Per the dispatch data, Table 8 shows the average annual distribution of effort required to service various types of Emergency Medical Services calls as 66% Transports, 31%, Treatment Non-Transports, and 3% Other Calls. Applying the \$9.5 million of costs shown in Table 7, the average cost of service per ambulance call is \$1,340, and for each type of ambulance service is \$1,695 for Transport, \$1,130 for Treatment Non-Transports, and \$362 for Other Calls.

**TABLE 8. AVERAGE TOTAL COST PER SERVICE WITH REIMBURSEABLES**

Type of Ambulance Service	Average Annual Calls	Average Service Time (hrs)- Ambulance	Average Service Time (hrs) - Engine	Average Service Time (hrs)- Total	Average Service time (hrs) - Annual	% Distribution	Average Cost per Service
Transport	3,724	1.00	1.50	<b>1.25</b>	4,654	66%	<b>\$ 1,695</b>
Non-Transports	2,565	0.33	0.50	<b>0.83</b>	2,137	31%	<b>\$ 1,130</b>
Other Calls	802	0.13	0.13	<b>0.27</b>	214	3%	<b>\$ 362</b>
<b>Total</b>	<b>7,090</b>	<b>1.47</b>	<b>2.13</b>	<b>2.35</b>	<b>7,005</b>	<b>100%</b>	<b>\$ 1,340</b>

However, the City’s current fee structure for ambulance services relies upon a flat rate for transport or treatment without transport, plus the potential addition of several other types of fees for mileage, oxygen, etc. The requirement for this type of fee structure is influenced heavily by CMS guidelines and industry standard fee structures that support how insurance companies prefer to be billed in different ways.

Therefore, to avoid double counting costs associated with reimbursable items that are billed separately, in Table 9, revised fee calculations apply a modified cost basis that removes the total average billings for reimbursable items.

**TABLE 9. AVERAGE TOTAL COST PER SERVICE WITHOUT REIMBURSEABLES**

Type of Ambulance Service	Average Annual Calls	Average Service Time (hrs)- Ambulance	Average Service Time (hrs) - Engine	Average Service Time (hrs)- Total	Average Service time (hrs) - Annual	% Distribution	Average Cost per Service
Transport	3,724	1.00	1.50	<b>1.25</b>	4,654	66%	<b>\$ 1,564</b>
Non-Transports	2,565	0.33	0.50	<b>0.83</b>	2,137	31%	<b>\$ 1,043</b>
Other Calls	802	0.13	0.13	<b>0.27</b>	214	3%	<b>\$ 334</b>
<b>Total</b>	<b>7,090</b>	<b>1.47</b>	<b>2.13</b>	<b>2.35</b>	<b>7,005</b>	<b>100%</b>	<b>\$ 1,236</b>

Applying the reduced total annual cost basis of \$8.8 million of, the average cost of service per ambulance call is \$1,236, and for each type of ambulance service is \$1,564 for Transport, \$1,043 for Treatment Non-Transports, and \$362 for Other Calls.

### 3.2 Fee Establishment

In 2011, CMS eliminated reimbursable fees when they instituted the Ambulance Fee Schedule. Three important points:

- The Medicare Claims Processing Manual, Chapter 15 – Ambulance, page 6 reads, “The cost of oxygen and its administration in connection with and as part of the ambulance service is covered. Under the ambulance fee schedule, oxygen and other items and services provided as part of the transport are included in the fee schedule base payment rate and are not separately payable.”
- Medi-Cal will still allow for billing of EKG, Night, and Oxygen only.
- Further research confirmed previously charged fees such as Fuel Surcharge and Medications are outdated. None of the comparative agencies list Fuel Surcharge or Medications on their fee schedules.

As such, NBS recommends eliminating the Fuel Surcharge and Medications reimbursable fee categories from the fee schedule and allowing those costs to be included within the average base rate.

### 3.3 Cost Recovery Evaluation

Table 10 shows the full cost recovery fee amounts compared to the current fees charged by the City:

**TABLE 10. CURRENT FEE EVALUATION AND PERFORMANCE**

Fee Description	Fee Unit / Type	Total Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %
<b>AMBULANCE FEES</b>				
Transport	flat	\$ 1,564	\$ 1,200	77%
Non-Transport	flat	\$ 1,043	\$ 150	14%
Mileage Charge	per mile		\$ 22	
<b>REIMBURSABLE ITEMS</b>				
EKG	flat		\$ 100	
Night Charge (7pm to 7am)	flat		\$ 115	
Oxygen	flat		\$ 100	

As shown, the total cost of service per activity for Transports is \$1,564, while the current fee is \$1,200, which yields a 77% recovery rate. The total cost of service per activity for Non-Transports is \$1,043, which yields a 14% recovery rate. Sufficient data for cost per mile and for each reimbursable fee was not available to evaluate these charges on a cost-per-service basis; however, by excluding the anticipated billings associated with these charges from the base rate, the risk of overcharging a recipient for a Transport or Non-Transport service is mitigated.

**3.3.1 RECOMMENDED FEE POLICY APPROACH**

NBS recommends setting the rate for Transport, Non-Transport, Mileage, and Reimbursable items at the low-end average of the fees from the agencies surveyed. This method would increase the City’s current fees while maintaining reasonable fees compared to similar agencies.

The deltas for average comparable fees compared to the City’s current fees are listed below.

**TABLE 11. CURRENT FEE VS AVERAGE FEE OF SURVEYED AGENCIES**

Fee Description	Fee Type / Unit	City of Indio Current Fee	Surveyed Agencies Average Fee	Difference \$	Difference %
<b>Treatment</b>					
Ambulance Transport Fee (ALS)	per patient	\$ 1,200	\$ 1,650	\$ (450)	-27%
Assessment at the Scene (Ambulance Non-Transport Fee)	per patient	\$ 150	\$ 315	\$ (165)	-52%
Mileage	per mile	\$ 22	\$ 30	\$ (8)	-27%
EKG	per month	\$ 100	\$ 139	\$ (39)	-28%
Night Charge	per night	\$ 115	\$ 138	\$ (23)	-17%
Oxygen	per patient	\$ 100	\$ 130	\$ (30)	-23%

As shown, City ambulance fees are lower than the average of the surveyed agencies. Increasing the fees by an average of 25% would keep the City’s fees within range of the surveyed agencies.

Table 12 compares the cost recovery performance of the City’s current fees to the full cost of service fee level and the recommended fee level based on comparison to other surveyed agencies.

**TABLE 12. RECOMMENDED FEES**

Fee Description	Fee Unit / Type	Total Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
<b>AMBULANCE FEES</b>						
Transport	flat	\$ 1,564	\$ 1,200	77%	\$ 1,564	100%
Non-Transport	flat	\$ 1,043	\$ 150	14%	\$ 315	30%
Mileage Charge	per mile		\$ 22		\$ 30	
<b>REIMBURSABLE ITEMS</b>						
EKG	flat		\$ 100		\$ 139	
Night Charge (7pm to 7am)	flat		\$ 115		\$ 138	
Oxygen	flat		\$ 100		\$ 130	

Using this recommended fee policy approach, the annual estimated billings at the recommended fee is \$6,323,811 versus 6,419,572 at full cost recovery. As illustrated below, at current billing activity levels, NBS estimates that the City could increase annual billing amounts from \$4.9 million to \$6.3 million, if fees for services were billed at recommended fee amounts. Once the collections rate of 40% is applied, the net increase in revenue collected would be approximately \$575,000.

**TABLE 13. BILLED VS COLLECTED**

	Average Annual Billings at Current Fees	Estimated Annual Billings at Full Cost Recovery Fees	Estimated Annual Billings at Recommended Fees
Billed	\$ 4,887,414	\$ 6,419,572	\$ 6,323,811
Collected	\$ 1,954,966	\$ 2,567,829	\$ 2,529,524

The Average Annual Billings at Current Fees were calculated by taking the average volume of activity and current fees billed from FY 2015-16 through FY 2018-19. The City’s collection rate of 40% is in line with collection rate of 38% in 2010, after write downs from Medicare and Medi-Cal, and other contractual write downs.

As illustrated in Table 13, Estimated Annual Billings at Full Cost Recovery fees is \$6,419,572, with a projected collection amount of \$2,567,829.

## 4. CONCLUSION

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Based on the Cost of Service Analysis, Fee Establishment, and Cost Recovery Evaluation outcomes presented in this Study, the proposed schedule of fees for City Council's consideration has been included in the City's accompanying Staff Report.

As discussed throughout this report, the proposed fee schedule intends to improve the City's recovery of costs incurred to provide individual services, as well as to adjust fees downward where fees charged exceed the average costs incurred. Predicting the amount to which any adopted fee increases will affect City revenues is difficult to quantify. For the near-term, the City should not count on increased revenues to meet any specific expenditure plan. Experience with the revised fee amounts should be gained first before revenue projections are revised. However, unless there is some significant, long-term change in activity levels at the City, proposed fee amendments should enhance the City's cost recovery performance, over time, providing it the ability to stretch other resources further for the benefit of the public at large.

In preparing this report and the opinions and recommendations included herein, NBS has relied on several principal assumptions and considerations with regard to financial matters, conditions and events that may occur in the future. This information and assumptions, including the City's budgets, time estimate data, and workload information from City staff, were provided by sources we believe to be reliable; however, NBS has not independently verified such information and assumptions. While we believe NBS' use of such information and assumptions is reasonable for the purpose of this report, some assumptions will invariably not materialize as stated herein and may vary significantly due to unanticipated events and circumstances. Therefore, the actual results can be expected to vary from those projected to the extent that actual future conditions differ from those assumed by us or provided to us by others.



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## **Indio Fee Study**

*Prepared for the*

**City of Indio**

**Updated to include FY 20 Expenses**

**October 16, 2019**

### **OFFICE LOCATIONS:**

San Francisco - Regional Office  
870 Market Street, Suite 1223  
San Francisco, CA 94102

Davis - Regional Office  
1260 Lake Boulevard, Suite 202  
Davis, CA 95616

Irvine - Regional Office  
18012 Cowan Street, Suite 290  
Irvine, CA 92614

Temecula - Corporate Headquarters  
32605 Temecula Parkway, Suite 100  
Temecula, CA 92592

(P) 800.676.7516

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>BUSINESS LICENSE</b>													
1	New license or change in ownership	[1] [4]	0.50	\$ 169	\$ 84	\$ 60	71%	\$ 84	100%	1,600	\$ 96,000	\$ 135,076	\$ 135,076
2	License renewal, annual	[4]	0.25	\$ 169	\$ 42	\$ 20	47%	\$ 42	100%	3,440	\$ 68,800	\$ 145,207	\$ 145,207
3	Change of business location		0.25	\$ 169	\$ 42	\$ 15	36%	\$ 42	100%	20	\$ 300	\$ 844	\$ 844
4	Additional vehicle license sticker (per sticker)		n/a	\$ 169	\$ -	\$ 2	%	\$ 2	%	20	\$ 40	\$ -	\$ 40
6	Duplicate license		0.25	\$ 169	\$ 42	\$ 5	12%	\$ 42	100%	100	\$ 500	\$ 4,221	\$ 4,221
7	Business close out license (non jewelry) \$110.68					\$ 25		\$ 25					
8	Business close out license (with jewelry) \$110.68					\$ 100		\$ 100					
<b>LONG-TERM RESIDENTIAL RENTAL BUSINESS LICENSE</b>													
9	Subject to Buisness License fees, above												
<b>Option 1</b>													
<b>SHORT-TERM RESIDENTIAL RENTAL BUSINESS LICENSE &amp; OCCUPANCY CERTIFICATE</b>													
10	Subject to Buisness License fees, above, plus Annual Regulatory Fee												
11	Annual Regulatory Fee - Code Enforcement				\$ 41								
	Finance - STR Consultant				\$ 309								
	Code Enforcement		2.50	\$ 124	\$ 309								
	<b>Subtotal:</b>		2.50		\$ 350	\$ -	0%	\$ 262	75%	707	\$ -	\$ 247,335	\$ 185,501
<b>Option 2</b>													
<b>SHORT-TERM RESIDENTIAL RENTAL BUSINESS LICENSE &amp; OCCUPANCY CERTIFICATE</b>													
10	Subject to Buisness License fees, above, plus Annual Regulatory Fee												
11	Annual Regulatory Fee - Code Enforcement				\$ 41								
	Finance - STR Consultant				\$ 618								
	Code Enforcement		5.00	\$ 124	\$ 618								
	<b>Subtotal:</b>		5.00		\$ 659	\$ -	0%	\$ 494	75%	707	\$ -	\$ 465,869	\$ 349,402
<b>ALARM PERMIT</b>													
14	Alarm Permit Application – new	[2] [3]	0.08	\$ 169	\$ 14	\$ 30	222%	\$ 14	100%	420	\$ 12,600	\$ 5,673	\$ 5,673
15	Alarm Permit Application – renewal	[2] [3]	0.08	\$ 169	\$ 14	\$ 20	148%	\$ 14	100%	2,600	\$ 52,000	\$ 35,120	\$ 35,120
<b>BINGO LICENSE</b>													
16	Bingo - new		0.50	\$ 169	\$ 84	\$ 50	59%	\$ 84	100%	1	\$ 50	\$ 84	\$ 84
17	Bingo - renewal		0.25	\$ 169	\$ 42	\$ 50	118%	\$ 42	100%	3	\$ 150	\$ 127	\$ 127

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
	MISCELLANEOUS												
18	Returned Check Fee - First Item (Cal Civil Code §1719)		n/a	n/a	n/a	\$ 25	n/a	\$ 25	n/a	50	\$ 1,250	\$ 1,250	\$ 1,250
19	Returned Check Fee - Each Additional Item (Cal Civil Code §1719)		n/a	\$ -	n/a	\$ 35	n/a	\$ 35	n/a	10	\$ 350	\$ 350	\$ 350
20	Copies (per page)		n/a		n/a	\$ 0.10	n/a	\$ 0.10	n/a	1,000	\$ 100	\$ 100	\$ 100
<b>TOTAL</b>											<b>\$ 232,140</b>	<b>\$ 1,041,257</b>	<b>\$ 862,996</b>

**[Notes]**

- [1] Other City departmental fees may apply, such as building inspection, fire inspection, and planning review fees
- [2] Seniors, 65 years of age and older, do not pay a fee for this permit
- [3] City permit fees are not in-lieu of service fees for facilitation and monitoring of alarm systems
- [4] Fees do not cover business tax obligations

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<b>ZONING</b>													
	Change of Zone		40.00	\$ 200.70	\$ 8,028	\$ 5,000	62%	\$ 6,021	75%	0	\$ -	\$ -	\$ -
	Variance - Minor		20.00	\$ 200.70	\$ 4,014	\$ 2,500	62%	\$ 3,011	75%	2	\$ 5,000	\$ 8,028	\$ 6,021
	Variance - Major		30.00	\$ 200.70	\$ 6,021	\$ 5,000	83%	\$ 4,516	75%	0	\$ -	\$ -	\$ -
	Zoning Text Amendment		40.00	\$ 200.70	\$ 8,028	\$ 5,500	69%	\$ 6,021	75%	1	\$ 5,500	\$ 8,028	\$ 6,021
	Zoning Letter		3.00	\$ 200.70	\$ 602	\$ 250	42%	\$ 452	75%	13	\$ 3,250	\$ 7,827	\$ 5,871
	General Plan Map Amendment		50.00	\$ 200.70	\$ 10,035	\$ 7,500	75%	\$ 7,526	75%	0	\$ -	\$ -	\$ -
	Development Agreement		60.00	\$ 200.70	\$ 12,042	\$ 10,000	83%	\$ 9,032	75%	2	\$ 20,000	\$ 24,084	\$ 18,063
	Development Agreement Extension		20.00	\$ 200.70	\$ 4,014	\$ 5,000	125%	\$ 3,011	75%	1	\$ 5,000	\$ 4,014	\$ 3,011
	Development Committee Review Meetings		7.00	\$ 200.70	\$ 1,405	\$ 1,100	78%	\$ 1,054	75%	10	\$ 11,000	\$ 14,049	\$ 10,537
	Conceptual/Specific Plan, Specific Plan Amendment, Project Master Plan		60.00	\$ 200.70	\$ 12,042	\$ 10,000	83%	\$ 9,273	77%	0	\$ -	\$ -	\$ -
<b>DOCUMENT IMAGING</b>													
	Document Imaging												
<b>CONDITIONAL USE PERMITS</b>													
	Conditional Use Permit - Administrative		25.00	\$ 200.70	\$ 5,018	\$ 2,500	50%	\$ 3,763	75%	1	\$ 2,500	\$ 5,018	\$ 3,763
	Conditional Use Permit - Planning Commission		40.00	\$ 200.70	\$ 8,028	\$ 4,500	56%	\$ 6,021	75%	7	\$ 31,500	\$ 56,197	\$ 42,148
	Conditional Use Permit - Wireless/Antenna		30.00	\$ 200.70	\$ 6,021	\$ 3,500	58%	\$ 4,516	75%	0	\$ -	\$ -	\$ -
<b>SUBDIVISION</b>													
	Tentative Tract Map (> 5 lots)		40.00	\$ 200.70	\$ 8,028	\$ 8,000	100%	\$ 6,021	75%	5	\$ 40,000	\$ 40,141	\$ 30,106
	Tentative Parcel Map (< 5 lots)		30.00	\$ 200.70	\$ 6,021	\$ 4,000	66%	\$ 4,516	75%	1	\$ 4,000	\$ 6,021	\$ 4,516
	Modification of Tentative Map		20.00	\$ 200.70	\$ 4,014	\$ 3,000	75%	\$ 3,011	75%	0	\$ -	\$ -	\$ -
	Map Extension		5.00	\$ 200.70	\$ 1,004	\$ 1,500	149%	\$ 753	75%	5	\$ 7,500	\$ 5,018	\$ 3,763
	Reversion to Acreage		35.00	\$ 200.70	\$ 7,025	\$ 3,000	43%	\$ 5,268	75%	0	\$ -	\$ -	\$ -
	Lot Line Adjustment		15.00	\$ 200.70	\$ 3,011	\$ 1,100	37%	\$ 2,258	75%	13	\$ 14,300	\$ 39,137	\$ 29,353
	Certificate of Compliance		7.00	\$ 200.70	\$ 1,405	\$ 600	43%	\$ 1,054	75%	0	\$ -	\$ -	\$ -
<b>ENVIRONMENTAL</b>													
	Statutory/Categorical Exemption		7.00	\$ 200.70	\$ 1,405	\$ 550	39%	\$ 1,054	75%	11	\$ 6,050	\$ 15,454	\$ 11,591
	Initial Study		25.00	\$ 200.70	\$ 5,018	\$ 2,500	50%	\$ 3,763	75%	0	\$ -	\$ -	\$ -
	Negative Declaration (Deposit)		15.00	\$ 200.70	\$ 3,011	\$ 2,500	83%	\$ 2,258	75%	2	\$ 5,000	\$ 6,021	\$ 4,516
	EIR (Deposit)		80.00	\$ 200.70	\$ 16,056	\$ 10,000	62%	\$ 12,042	75%	1	\$ 10,000	\$ 16,056	\$ 12,042
<b>DESIGN REVIEW</b>													
	Design Review - Administrative		15.00	\$ 200.70	\$ 3,011	\$ 2,500	83%	\$ 2,258	75%	5	\$ 12,500	\$ 15,053	\$ 11,290
	Design Review - Planning Commission		30.00	\$ 200.70	\$ 6,021	\$ 4,000	66%	\$ 4,516	75%	7	\$ 28,000	\$ 42,148	\$ 31,611
<b>OTHER</b>													
	Annexation Review - Property Owner Initiated		80.00	\$ 200.70	\$ 16,056	\$ 15,000	93%	\$ 13,808	86%	0	\$ -	\$ -	\$ -
	Codes, Covenants & Restrictions (CC&R's) Review		10.00	\$ 200.70	\$ 2,007	\$ 700	35%	\$ 1,505	75%	1	\$ 700	\$ 2,007	\$ 1,505
	Public Convenience & Necessity		25.00	\$ 200.70	\$ 5,018	\$ 1,000	20%	\$ 3,763	75%	4	\$ 4,000	\$ 20,070	\$ 15,053
	Sidewalk Sale		2.00	\$ 370.77	\$ 742	\$ 200	27%	\$ 556	75%	3	\$ 500	\$ 1,854	\$ 1,390
	Outdoor Sale		2.00	\$ 370.77	\$ 742	\$ 200	27%	\$ 556	75%	3	\$ 500	\$ 1,854	\$ 1,390
	Rummage Sale		2.00	\$ 370.77	\$ 742	\$ 200	27%	\$ 556	75%	3	\$ 500	\$ 1,854	\$ 1,390
	Parking Lot Sale		2.00	\$ 370.77	\$ 742	\$ 200	27%	\$ 556	75%	3	\$ 500	\$ 1,854	\$ 1,390
	Promotional Events		2.00	\$ 370.77	\$ 742	\$ 200	27%	\$ 556	75%	3	\$ 500	\$ 1,854	\$ 1,390
	Christmas Tree Lot		1.00	\$ 370.77	\$ 371	\$ 100	27%	\$ 278	75%	3	\$ 250	\$ 927	\$ 695
	Parade Concessions		1.00	\$ 370.77	\$ 371	\$ 100	27%	\$ 278	75%	3	\$ 250	\$ 927	\$ 695
	RV Lot		2.00	\$ 370.77	\$ 742	\$ 200	27%	\$ 556	75%	3	\$ 500	\$ 1,854	\$ 1,390

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<b>APPEAL FEES</b>													
	Appeal of Staff Decision to Planning Commission		15.00	\$ 200.70	\$ 3,011	\$ 1,000	33%	\$ 2,258	75%	1	\$ 1,000	\$ 3,011	\$ 2,258
	Appeal of Planning Commission Decision to City Council		15.00	\$ 200.70	\$ 3,011	\$ 1,500	50%	\$ 2,258	75%	0	\$ -	\$ -	\$ -
	Single Family Resident (in City)		10.00	\$ 200.70	\$ 2,007	\$ 500	25%	\$ 1,505	75%	0	\$ -	\$ -	\$ -
<b>WILLIAMSON ACT</b>													
	Cancellation Review			\$ 200.70				n/a			\$ -	\$ -	\$ -
	Establishment			\$ 200.70				n/a			\$ -	\$ -	\$ -
	Enlargement		n/a	\$ 200.70	n/a	\$ 5,000		n/a	\$5,000 Deposit with T/M Billing	0	\$ -	\$ -	\$ -
	Disestablishment			\$ 200.70				n/a			\$ -	\$ -	\$ -
	Process Fee for Non-Renewal			\$ 200.70				n/a			\$ -	\$ -	\$ -
<b>SIGN PERMITS</b>													
	Temporary Banner Permit		2.00	\$ 200.70	\$ 401	\$ 120	30%	\$ 301	75%	45	\$ 5,400	\$ 18,063	\$ 13,548
	Temporary Real Estate Sign		2.00	\$ 200.70	\$ 401	\$ 120	30%	\$ 301	75%	0	\$ -	\$ -	\$ -
new	Single Sign		2.00	\$ 200.70	\$ 401	\$ 300	75%	\$ 301	75%	0	\$ -	\$ -	\$ -
new	Multiple Signs		3.00	\$ 200.70	\$ 602	\$ 300	50%	\$ 452	75%	56	\$ 16,800	\$ 33,718	\$ 25,289
<b>MISCELLANEOUS FEES</b>													
	Business License Review		0.50	\$ 200.70	\$ 100	\$ 75	75%	\$ 75	75%	1,228	\$ 92,100	\$ 123,232	\$ 92,424
	Miscellaneous Site Inspection		3.00	\$ 200.70	\$ 602	\$ 200	33%	\$ 452	75%	0	\$ -	\$ -	\$ -
	Assessment District Review		0.00	\$ 200.70	\$ -	\$ 5,000	n/a	\$ -	n/a	0	\$ -	\$ -	\$ -
	Special / Temporary Use Permit - Administrative		10.00	\$ 200.70	\$ 2,007	\$ 500	25%	\$ 1,505	75%	0	\$ -	\$ -	\$ -
	Special / Temporary Use Permit - Requiring Public Hearing		30.00	\$ 200.70	\$ 6,021	\$ 750	n/a	\$ 4,516	75%	0	\$ -	\$ -	\$ -
	Community Services Fees		0.00	\$ 200.70	\$ -	\$ -	%	\$ -	%	0	\$ -	\$ -	\$ -
new	Administrative Time Extension		5.00	\$ 200.70	\$ 1,004	\$ -	n/a	\$ 753	75%	0	\$ -	\$ -	\$ -
<b>BUILDING PLAN REVIEW / LANDSCAPE PLAN REVIEW</b>													
	Repeat Tract Home / Other Residential Additions or Improvements / Commercial Tenant Improvement		5.00	\$ 200.70	\$ 1,004	\$ 100	10%	\$ 753	75%	12	\$ 1,200	\$ 12,042	\$ 9,032
	New Commercial/Multifamily/Mixed Use		5.00	\$ 200.70	\$ 1,004	\$ 750	75%	\$ 753	75%	0	\$ -	\$ -	\$ -
<b>BUILDING / LANDSCAPE INSPECTION</b>													
	Building / Landscape Inspections (fee is per building permit)		1.50	\$ 200.70	\$ 301	\$ -	0%	\$ 301	100%	309	\$ -	\$ 93,026	\$ 93,026
<b>SMALL WIRELESS FACILITY PERMITS</b>													
	Single up-front permit, per individual attachment, up to five (5)	[1]				\$ 500		\$ 500			\$ -	\$ -	\$ -
	Each additional attachment > five (5)					\$ 100		\$ 100					
	Per new pole to be installed in the city right of way					\$ 1,000		\$ 1,000					
	Recurring annual small wireless facility permit, per facility					\$ 270		\$ 270					
<b>TOTAL</b>											\$ 335,800	\$ 630,443	\$ 496,089

[Notes]

[1] Set by City Policy, NBS did not evaluate.

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<b>I.</b>	<b>LEGALS</b>													
1	Final Parcel / Tract Map and Map Amendments													
a	Map Filing Fee - City staff Processing of Submittal	per project		4.00	\$ 246.93	\$ 988	\$ 800	81%	\$ 988	100%	8	\$ 6,400	\$ 7,902	\$ 7,901.61
b	Final Parcel / Tract Map and Map Amendments (Consultant Review)													
	Submittals with 1-5 sheets in quantity	per sheet		n/a	n/a	\$ 650	\$ 1,500	231%	\$ 650	100%	2	\$ 3,000	\$ 1,300	\$ 1,300.00
	Submittals with 6-15 sheets in quantity	per sheet		n/a	n/a	\$ 625	\$ 1,500	240%	\$ 625	100%	1	\$ 1,500	\$ 625	\$ 625.00
	Submittals with 16+ sheets in quantity	per sheet		n/a	n/a	\$ 600	\$ 1,500	250%	\$ 600	100%		\$ -	\$ -	\$ -
	Additional plan check services for 4th and subsequent submittals	hourly		n/a	n/a	\$ 150	\$ -	0%	\$ 150	100%		\$ -	\$ -	\$ -
2	Legal Description and Plot Plan	per project												
a	City Staff Processing Fee			2.00	\$ 246.93	\$ 494	\$ -	0%	\$ 494	100%	25	\$ -	\$ 12,346	\$ 12,346.27
b	Consultant Review			4.00	\$ 150.00	\$ 600	\$ 1,071	179%	\$ 600	100%	25	\$ 26,775	\$ 15,000	\$ 15,000.00
3	Certificate of Correction													
a	City Staff Processing Fee	per project		2.00	\$ 246.93	\$ 494	\$ -	0%	\$ 494	100%	5	\$ -	\$ 2,469	\$ 2,469.25
b	Consultant Review	per project		3.00	\$ 150.00	\$ 450	\$ 357	79%	\$ 450	100%	5	\$ 1,785	\$ 2,250	\$ 2,250.00
<b>II</b>	<b>PLAN CHECK</b>													
1	Mass Grading Plans	per sheet		8.00	\$ 246.93	\$ 1,975	\$ 1,600	81%	\$ 1,975	100%	1	\$ 1,600	\$ 1,975	\$ 1,975.40
2	Signing and Striping Plans													
a	City Staff Processing Fee	per project		2.00	\$ 246.93	\$ 494	\$ -	0%	\$ 494	100%	4	\$ -	\$ 1,975	\$ 1,975.40
b	Consultant Review	per sheet		8.00	\$ 150.00	\$ 1,200	\$ 1,600	133%	\$ 1,200	100%	4	\$ 6,400	\$ 4,800	\$ 4,800.00
3	Rough Grading Plans	per sheet		10.00	\$ 246.93	\$ 2,469	\$ 1,900	77%	\$ 2,469	100%	8	\$ 15,200	\$ 19,754	\$ 19,754.03
4	Street Improvement Plans	per sheet		10.00	\$ 246.93	\$ 2,469	\$ 1,900	77%	\$ 2,469	100%	37	\$ 70,300	\$ 91,362	\$ 91,362.37
5	Precise Grading Plans	per sheet		12.00	\$ 246.93	\$ 2,963	\$ 2,300	78%	\$ 2,963	100%	195	\$ 448,500	\$ 577,805	\$ 577,805.25
6	Traffic Signal Plans													
a	City Staff Processing Fee	per project		2.00	\$ 246.93	\$ 494	\$ -	0%	\$ 494	100%	4	\$ -	\$ 1,975	\$ 1,975.40
b	Consultant Review	per sheet		12.00	\$ 150.00	\$ 1,800	\$ 2,200	122%	\$ 1,800	100%	4	\$ 8,800	\$ 7,200	\$ 7,200.00
7	Storm Drain Plans	per sheet		8.00	\$ 246.93	\$ 1,975	\$ 1,700	86%	\$ 1,975	100%	72	\$ 122,400	\$ 142,229	\$ 142,228.99
8	Street Light Plans	per sheet		6.00	\$ 246.93	\$ 1,482	\$ 1,600	108%	\$ 1,482	100%	2	\$ 3,200	\$ 2,963	\$ 2,963.10

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9	Landscape Plan	per sheet		3.00	\$ 246.93	\$ 741	\$ 1,900	256%	\$ 741	100%	5	\$ 9,500	\$ 3,704	\$ 3,703.88
10	Street Name Plan	per sheet		5.00	\$ 246.93	\$ 1,235	\$ -	0%	\$ 1,235	100%	5	\$ -	\$ 6,173	\$ 6,173.13
11	Utility Plans (sewer, water, fire, etc)	per sheet		1.50	\$ 246.93	\$ 370	\$ -	0%	\$ 370	100%	20	\$ -	\$ 7,408	\$ 7,407.76
12	Plan Check Revision	per sheet		3.00	\$ 246.93	\$ 741	\$ 714	96%	\$ 741	100%	17	\$ 12,138	\$ 12,593	\$ 12,593.19
13	Additional Plan Check (per add'l plan check submittal after 3 submittals)	per submittal		5.00	\$ 246.93	\$ 1,235	\$ 1,000	81%	\$ 1,235	100%	3	\$ 3,000	\$ 3,704	\$ 3,703.88
<b>III</b>	<b>REPORTS</b>													
1	SWPPP/NPDES Plans			10.00	\$ 246.93	\$ 2,469	\$ 2,500	101%	\$ 2,469	100%	9	\$ 22,500	\$ 22,223	\$ 22,223.28
2	WQMP Final			12.00	\$ 246.93	\$ 2,963	\$ 2,500	84%	\$ 2,963	100%	12	\$ 30,000	\$ 35,557	\$ 35,557.25
3	PM10 Plans&Packet			8.00	\$ 246.93	\$ 1,975	\$ 2,000	101%	\$ 1,975	100%	23	\$ 46,000	\$ 45,434	\$ 45,434.26
4	Hydrology Report			9.00	\$ 246.93	\$ 2,222	\$ 2,000	90%	\$ 2,222	100%	13	\$ 26,000	\$ 28,890	\$ 28,890.26
5	WQMP Preliminary			7.00	\$ 246.93	\$ 1,728	\$ 1,500	87%	\$ 1,728	100%	11	\$ 16,500	\$ 19,013	\$ 19,013.25
6	Soils/Geotechnical Report			7.00	\$ 246.93	\$ 1,728	\$ 1,500	87%	\$ 1,728	100%	10	\$ 15,000	\$ 17,285	\$ 17,284.77
<b>IV</b>	<b>CONDITION REVIEW</b>													
1	CFD Formation (fee is for City administrative time/cost only, outsourced formation consultant costs charged separately as a pass-through)			30.00	\$ 246.93	\$ 7,408	\$ 13,564	183%	\$ 7,408	100%		\$ -	\$ -	\$ -
2	LLMD Formation (fee is for City administrative time/cost only, outsourced formation consultant costs charged separately as a pass-through)			16.00	\$ 246.93	\$ 3,951	\$ 3,570	90%	\$ 3,951	100%		\$ -	\$ -	\$ -
3	Special Assessment District Formation (fee is for City administrative time/cost only, outsourced formation consultant costs charged separately as a pass-through)			50.00	\$ 246.93	\$ 12,346	\$ 14,278	116%	\$ 12,346	100%		\$ -	\$ -	\$ -
4	Traffic Study Review													
a	City Staff Processing Fee	per project		4.00	\$ 246.93	\$ 988	\$ -	0%	\$ 988	100%	4	\$ -	\$ 3,951	\$ 3,950.81
b	Description and Plot Plan	per sheet		35.00	\$ 150.00	\$ 5,250	\$ 6,500	124%	\$ 5,250	100%	4	\$ 26,000	\$ 21,000	\$ 21,000.00

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new	Planning Entitlement Review			8.00	\$ 246.93	\$ 1,975	\$ -	0%	\$ 1,975	100%	17	\$ -	\$ 33,582	\$ 33,581.84
6	Right-of-Way Vacation			15.00	\$ 246.93	\$ 3,704	\$ 3,570	96%	\$ 3,704	100%		\$ -	\$ -	\$ -
V	<b>ENCROACHMENT AND INSPECTION PERMIT</b>													
1	Encroachment Permit Processing / Renew Expired Permit			2.00	\$ 246.93	\$ 494	\$ 357	72%	\$ 494	100%	252	\$ 89,964	\$ 124,450	\$ 124,450.36
2	Traffic Control - Plan Review			1.50	\$ 246.93	\$ 370	\$ 357	96%	\$ 370	100%	58	\$ 20,706	\$ 21,483	\$ 21,482.50
3	Street Inspection Fee / On-Site and Off Site Improvements													
	Project Value < \$10,000	flat fee		2.00	\$ 246.93	\$ 494	\$ 357	72%	\$ 494	100%	155	\$ 55,335	\$ 76,547	\$ 76,546.85
	\$10,000	flat fee up to \$10,000		2.00	\$ 246.93	\$ 494	\$ 357	72%	\$ 494	100%	7	\$ 2,499	\$ 3,457	\$ 3,456.95
		each add'l \$1		0.0001	\$ 246.93	\$ 0.025	\$ 0.03	109%	\$ 0.03	125%		\$ -	\$ -	\$ -
	\$50,000	base fee @ \$50,000		7.00	\$ 246.93	\$ 1,728	\$ 1,428	83%	\$ 1,728	100%	1	\$ 1,428	\$ 1,728	\$ 1,728.48
		each add'l \$1		0.0002	\$ 246.93	\$ 0.049	\$ 0.04	87%	\$ 0.05	100%		\$ -	\$ -	\$ -
	\$100,000	base fee @ \$100,000		17.00	\$ 246.93	\$ 4,198	\$ 3,570	85%	\$ 4,198	100%	2	\$ 7,140	\$ 8,395	\$ 8,395.46
		each add'l \$1		0.0001	\$ 246.93	\$ 0.025	\$ 0.03	116%	\$ 0.04	143%		\$ -	\$ -	\$ -
	\$500,000	base fee @ \$500,000		74.00	\$ 246.93	\$ 18,272	\$ 14,992	82%	\$ 18,272	100%	0	\$ -	\$ -	\$ -
		each add'l \$1		0.0002	\$ 246.93	\$ 0.049	\$ 0.16	327%	\$ 0.05	104%		\$ -	\$ -	\$ -
	\$1,000,000	base fee @ \$1 m		178.00	\$ 246.93	\$ 43,953	\$ 95,696	218%	\$ 43,953	100%	0	\$ -	\$ -	\$ -
		each add'l \$1		0.0002	\$ 246.93	\$ 0.049	\$ 0.01	25%	\$ 0.05	101%		\$ -	\$ -	\$ -
	\$2,500,000	base fee @ \$2.5 m		481.00	\$ 246.93	\$ 118,771	\$ 114,226	96%	\$ 118,771	100%	0	\$ -	\$ -	\$ -
		each add'l \$1		0.0002	\$ 246.93	\$ 0.049	\$ 0.05	93%	\$ 0.05	96%		\$ -	\$ -	\$ -
4	Work Without Permit (penalty of 2x original fee amount. Placeholder for MFS, not studied by NBS)													
5	Utility - Annual Blanket Permit			8.00	\$ 246.93	\$ 1,975	\$ 1,428	72%	\$ 1,975	100%	18	\$ 25,704	\$ 35,557	\$ 35,557.25



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				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
6	SWPPP/NPDES Inspection													
a	5 acres or less	per project		4.00	\$ 246.93	\$ 988	\$ 714	72%	\$ 988	100%	3	\$ 2,142	\$ 2,963	\$ 2,963.10
b	Greater than 5 acres	per project		8.00	\$ 246.93	\$ 1,975	\$ 714	36%	\$ 1,975	100%	3	\$ 2,142	\$ 5,926	\$ 5,926.21
7	Survey Monument (per lot)			1.00	\$ 246.93	\$ 247	\$ 179	72%	\$ 247	100%	142	\$ 25,418	\$ 35,063	\$ 35,063.40
8	Single Family Residential Final Grading (per lot)			1.50	\$ 246.93	\$ 370	\$ 357	96%	\$ 370	100%	142	\$ 50,694	\$ 52,595	\$ 52,595.09
VII	TRANSPORTATION PERMIT													
1	Single Trip			1.00	\$ 246.93	\$ 247	\$ 16	6%	\$ 16	6%	154	\$ 2,464	\$ 38,026	\$ 2,464.00
2	Annual			1.00	\$ 246.93	\$ 247	\$ 90	36%	\$ 90	36%	63	\$ 5,670	\$ 15,556	\$ 5,670.00
3	Operating Without Permit (penalty of 2x original fee amount. Placeholder for MFS, not studied as part of this scope)													
VIII	MISCELLANEOUS FEES													
1	Plans & Specs for CIP & Land Development Projects (maintain PHL & Addendums)						\$ -		Actual Cost					
2	Weed Abatement Charge (per hour)			1.00	\$ 160.87	\$ 161	\$ 357	222%	\$ 161	100%		\$ -	\$ -	\$ -
3	Traffic Signal Flashing Red (set-up assistance to turn lights to flash and then to normal)		[2]	3.00	\$ 160.87	\$ 483	\$ 187	39%	\$ 483	100%	10	\$ 1,870	\$ 4,826	\$ 4,826.04
4	Street Light Knockdown City staff time			7.00	\$ 160.87	\$ 1,126	\$ 571	51%	\$ 1,126	100%		\$ -	\$ -	\$ -
	Materials for repair / replacement of light			n/a			Actual Cost	%	Actual Cost	%				
5	Traffic Signal Cabinet Replacement City staff time			22.00	\$ 160.87	\$ 3,539	\$ 1,222	35%	\$ 1,222	35%		\$ -	\$ -	\$ -
	Materials for repair / replacement of light			n/a	n/a	\$ 28,741	\$ -	0%	\$ 28,741	100%				
6	Remove & Replace Concrete Sidewalk Panels (each) Option 1: City to Perform Service		[2]	10.00	\$ 160.87	\$ 1,609	\$ 800	50%	\$ 1,609	100%		\$ -	\$ -	\$ -
	Option 2: Standard Full Recovery on Outside Contractor Work			n/a			Actual Cost		Actual Cost					

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Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
7	Overtime / Afterhours Services		[3]											
	Engineering			1.00	\$ 265.34	\$ 265	\$ -	0%	\$ 265	100%		\$ -	\$ -	\$ -
	Street Maintenance			1.00	\$ 179.51	\$ 180	\$ -	0%	\$ 180	100%		\$ -	\$ -	\$ -
<b>TOTAL</b>												1,215,674	1,581,024	1,535,575

**[Notes]**

- For items not included elsewhere in the fee list, the City Manager or City Manager's designee (PW Director), may establish a reasonable fee amount based on the estimated or actual amount of time required to process the request
- [1] Fee as noted is for work performed during business hours, 6am to 6pm, Monday through Friday. Afterhours rates will apply accordingly.
- [2] Minimum number of hours may be required per City MOU Agreements.
- [3]

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>BUILDING PLAN CHECK AND PROCESSING FEES</b>													
Total Valuation:													
	\$1.00 to \$500.00		0.50	\$ 133.20	\$ 66.60	\$ 65.00	98%	\$ 66.60	100%	6	\$ 390	\$ 400	\$ 400
	\$501.00 to \$2,000.00												
	for first \$500.00		0.50	\$ 133.20	\$ 66.60	\$ 65.00	98%	\$ 66.60	100%	13	\$ 845	\$ 866	\$ 866
	for each additional \$100.00 (or fraction thereof, to and including \$2,000.00)		0.07	\$ 133.20	\$ 9.324	\$ 9.00	97%	\$ 9.51	102%	94	\$ 846	\$ 876	\$ 894
	\$2,001.00 to \$25,000.00												
	for first \$2,000.00		1.57	\$ 133.20	\$ 209.12	\$ 200.00	96%	\$ 209.12	100%	163	\$ 32,600	\$ 34,086	\$ 34,086
	for each additional \$1,000.00 (or fraction thereof, to and including \$25,000.00)		0.03	\$ 133.20	\$ 3.996	\$ 3.90	98%	\$ 3.59	90%	1,254	\$ 4,891	\$ 5,011	\$ 4,502
	\$25,001.00 to \$50,000.00												
	for first \$25,000.00		2.19	\$ 133.20	\$ 291.70	\$ 280.00	96%	\$ 291.70	100%	38	\$ 10,640	\$ 11,085	\$ 11,085
	for each additional \$1,000.00 (or fraction thereof, to and including \$50,000.00)		0.15	\$ 133.20	\$ 19.979	\$ 19.80	99%	\$ 19.98	100%	405	\$ 8,019	\$ 8,092	\$ 8,092
	\$50,001.00 to \$100,000.00												
	for first \$50,000.00		5.94	\$ 133.20	\$ 791.18	\$ 775.00	98%	\$ 791.18	100%	8	\$ 6,200	\$ 6,329	\$ 6,329
	for each additional \$1,000.00 (or fraction thereof, to and including \$100,000.00)		0.08	\$ 133.20	\$ 10.656	\$ 10.50	99%	\$ 9.99	94%	174	\$ 1,827	\$ 1,854	\$ 1,738
	\$100,001.00 to \$500,000.00												
	for first \$100,000.00		9.69	\$ 133.20	\$ 1,290.66	\$ 1,300.00	101%	\$ 1,290.66	100%	33	\$ 42,900	\$ 42,592	\$ 42,592
	for each additional \$1,000.00 (or fraction thereof, to and including \$500,000.00)		0.01	\$ 133.20	\$ 1.332	\$ 1.42	107%	\$ 1.77	133%	1,582	\$ 2,246	\$ 2,107	\$ 2,800
	\$500,001.00 to \$1,000,000.00												
	for first \$500,000.00		15.00	\$ 133.20	\$ 1,997.93	\$ 2,000.00	100%	\$ 1,997.93	100%	3	\$ 6,000	\$ 5,994	\$ 5,994
	for each additional \$1,000.00 (or fraction thereof, to and including \$1,000,000.00)		0.02	\$ 133.20	\$ 2.664	\$ 2.60	98%	\$ 2.66	100%	636	\$ 1,654	\$ 1,694	\$ 1,692
	\$1,000,001.00 and up												
	for first \$1,000,000.00		25.00	\$ 133.20	\$ 3,329.89	\$ 3,300.00	99%	\$ 3,329.89	100%	3	\$ 9,900	\$ 9,990	\$ 9,990
	for each additional \$1,000.00 (or fraction thereof)		0.03	\$ 133.20	\$ 3.996	\$ 3.90	98%	\$ 3.33	83%	13,375	\$ 52,163	\$ 53,445	\$ 44,539
<b>Other Plan Check Fees</b>													
	Plan Check City Administrative Fee (for coordination of outside consultants) - Consultant charges to be passed through at actual cost)		0.50	\$ 133.20	\$ 67	\$ 70	105%	\$ -	0%	1,098	\$ 76,860	\$ 73,124	\$ -
	Simple OTC Plan Check or Additional Plan Review Due to Changes and Additions ( per 1/2 hour increment)		0.50	\$ 133.20	\$ 67	\$ 65	98%	\$ 67	100%	0	\$ -	\$ -	\$ -
	Special Event Plan Review		1.00	\$ 133.20	\$ 133	\$ 140	105%	\$ 133	100%	0	\$ -	\$ -	\$ -
	Repeat Plan Review - Tract Homes		1.00	\$ 133.20	\$ 133	\$ 140	105%	\$ 133	100%	0	\$ -	\$ -	\$ -
	Repeat Plan Review - Apartment / Multifamily Building		1.50	\$ 133.20	\$ 200	\$ 200	100%	\$ 200	100%	0	\$ -	\$ -	\$ -

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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>BUILDING PERMIT FEES</b>													
Total Valuation:													
	\$1.00 to \$500.00		1.00	\$ 133.20	\$ 133	\$ 140.00	105%	\$ 133.2	100%	164	\$ 22,960	\$ 21,844	\$ 21,844
	\$501.00 to \$2,000.00 for first \$500.00		1.00	\$ 133.20	\$ 133.20	\$ 140.00	105%	\$ 133.2	100%	271	\$ 37,940	\$ 36,096	\$ 36,096
	for each additional \$100.00 (or fraction thereof, to and including \$2,000.00)		0.00	\$ 133.20	\$ -	\$ 3.00	%	\$ -	%	2,252	\$ 6,756	\$ -	\$ -
	\$2,001.00 to \$25,000.00 for first \$2,000.00		1.00	\$ 133.20	\$ 133.20	\$ 140.00	105%	\$ 133.2	100%	1,083	\$ 151,620	\$ 144,251	\$ 144,251
	for each additional \$1,000.00 (or fraction thereof, to and including \$25,000.00)		0.09	\$ 133.20	\$ 11,988	\$ 12.17	102%	\$ 11.70	98%	6,241	\$ 75,953	\$ 74,815	\$ 73,020
	\$25,001.00 to \$50,000.00 for first \$25,000.00		3.02	\$ 133.20	\$ 402.25	\$ 420.00	104%	\$ 402.3	100%	125	\$ 52,500	\$ 50,281	\$ 50,281
	for each additional \$1,000.00 (or fraction thereof, to and including \$50,000.00)		0.07	\$ 133.20	\$ 9,324	\$ 9.60	103%	\$ 9.70	104%	1,077	\$ 10,339	\$ 10,042	\$ 10,447
	\$50,001.00 to \$100,000.00 for first \$50,000.00		4.84	\$ 133.20	\$ 644.67	\$ 660.00	102%	\$ 644.7	100%	16	\$ 10,560	\$ 10,315	\$ 10,315
	for each additional \$1,000.00 (or fraction thereof, to and including \$100,000.00)		0.05	\$ 133.20	\$ 6,660	\$ 6.80	102%	\$ 6.53	98%	406	\$ 2,761	\$ 2,704	\$ 2,651
	\$100,001.00 to \$500,000.00 for first \$100,000.00		7.29	\$ 133.20	\$ 971.00	\$ 1,000.00	103%	\$ 971.0	100%	562	\$ 562,000	\$ 545,700	\$ 545,700
	for each additional \$1,000.00 (or fraction thereof, to and including \$500,000.00)		0.02	\$ 133.20	\$ 2,664	\$ 2.50	94%	\$ 2.43	91%	40,968	\$ 102,420	\$ 109,135	\$ 99,552
	\$500,001.00 to \$1,000,000.00 for first \$500,000.00		14.60	\$ 133.20	\$ 1,944.66	\$ 2,000.00	103%	\$ 1,944.7	100%	12	\$ 24,000	\$ 23,336	\$ 23,336
	for each additional \$1,000.00 (or fraction thereof, to and including \$1,000,000.00)		0.02	\$ 133.20	\$ 2,664	\$ 2.75	103%	\$ 2.30	86%	3,069	\$ 8,440	\$ 8,176	\$ 7,059
	\$1,000,001.00 and up for first \$1,000,000.00		23.22	\$ 133.20	\$ 3,092.80	\$ 3,250.00	105%	\$ 3,092.8	100%	6	\$ 19,500	\$ 18,557	\$ 18,557
	for each additional \$1,000.00 (or fraction thereof)		0.02	\$ 133.20	\$ 2,664	\$ 2.84	107%	\$ 3.09	116%	14,649	\$ 41,603	\$ 39,024	\$ 45,265
<b>Other Inspections and Fees</b>													
	Inspections outside of normal business hours, per hour (minimum charge - two hours)		2.00	\$ 133.20	\$ 266	\$ 284.01	107%	\$ 266	100%	32	\$ 9,088	\$ 8,525	\$ 8,525
	Reinspection fees assessed under provisions of Section 305.8, per hour (for 3rd time)		1.00	\$ 133.20	\$ 133	\$ 142.00	107%	\$ 133	100%	3	\$ 426	\$ 400	\$ 400
	Inspections for which no fee is specifically indicated, per hour (per half hour increment)		0.50	\$ 133.20	\$ 67	\$ 71.00	107%	\$ 67	100%	13	\$ 923	\$ 866	\$ 866
	Inspections (Outside Consultant) - (placeholder for MFS - to be passed through at actual cost to City)		0.00	\$ 133.20	\$ -	Actual Costs	n/a	\$ -	%	0	\$ -	\$ -	\$ -
	Additional inspection for enclosure wall for pools		0.50	\$ 133.20	\$ 67	\$ 71	107%	\$ 67	100%	0	\$ -	\$ -	\$ -

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<b>MECHANICAL, PLUMBING AND ELECTRICAL PERMITS</b>													
	Mechanical, Plumbing and Electrical Plan Check (per half hour increment)		0.50	\$ 133.20	\$ 67	\$ 60	90%	\$ 67	100%	0	\$ -	\$ -	\$ -
	Permit Issuance Fee		0.50	\$ 133.20	\$ 67	\$ 60	90%	\$ 67	100%	4,143	\$ 248,550	\$ 275,881	\$ 275,881
	Supplemental Permit Issuance- Plumbing		0.16	\$ 133.20	\$ 21	\$ 20	94%	\$ 21	100%	0	\$ -	\$ -	\$ -
	Supplemental Permit Issuance- Mechanical		0.16	\$ 133.20	\$ 21	\$ 20	94%	\$ 21	100%	0	\$ -	\$ -	\$ -
	Supplemental Permit Issuance - Electrical		0.16	\$ 133.20	\$ 21	\$ 20	94%	\$ 21	100%	0	\$ -	\$ -	\$ -
<b>ELECTRICAL INSPECTIONS</b>													
	For all new construction, remodels, and additions (projects associated with a building permit):												
	0 - 1500 s.f.		1.00	\$ 133.20	\$ 133	\$ 110	83%	\$ 133	100%	0	\$ -	\$ -	\$ -
	Each 100 s.f. over 1501 s.f.		0.01	\$ 133.20	\$ 1	\$ 1	107%	\$ 1	100%	0	\$ -	\$ -	\$ -
	For services under 600 AMPS		1.50	\$ 133.20	\$ 200	\$ 125	63%	\$ 200	100%	0	\$ -	\$ -	\$ -
	For services over 600 AMPS		2.00	\$ 133.20	\$ 266	\$ 220	83%	\$ 266	100%	0	\$ -	\$ -	\$ -
	Subfeeders per 100 AMPS or fraction thereof		0.16	\$ 133.20	\$ 21	\$ 15	70%	\$ 21	100%	0	\$ -	\$ -	\$ -
	Each individual branch circuit not included in original construction		0.03	\$ 133.20	\$ 4	\$ 4	107%	\$ 4	100%	144	\$ 613	\$ 575	\$ 575
	For each fixture not included in original construction		0.03	\$ 133.20	\$ 4	\$ 4	107%	\$ 4	100%	3,193	\$ 13,603	\$ 12,759	\$ 12,759
	For each outlet & switch not included in original construction		0.03	\$ 133.20	\$ 4	\$ 4	107%	\$ 4	100%	3,051	\$ 12,998	\$ 12,191	\$ 12,191
	Miscellaneous wiring		0.50	\$ 133.20	\$ 67	\$ 40	60%	\$ 67	100%	422	\$ 16,880	\$ 28,104	\$ 28,104
	Motors less than 1 H.P.		0.33	\$ 133.20	\$ 44	\$ 30	68%	\$ 44	100%	0	\$ -	\$ -	\$ -
	Motors 1 H.P. but less than 3 H.P.		0.41	\$ 133.20	\$ 55	\$ 30	55%	\$ 55	100%	1	\$ 30	\$ 55	\$ 55
	Motors 3 H.P. but less than 8 H.P.		0.50	\$ 133.20	\$ 67	\$ 40	60%	\$ 67	100%	0	\$ -	\$ -	\$ -
	Motors 8 H.P. but less than 15 H.P.		0.58	\$ 133.20	\$ 77	\$ 45	58%	\$ 77	100%	0	\$ -	\$ -	\$ -
	Motors 15 H.P. but less than 20 H.P.		0.66	\$ 133.20	\$ 88	\$ 50	57%	\$ 88	100%	0	\$ -	\$ -	\$ -
	Motors 20 H.P. and over		0.75	\$ 133.20	\$ 100	\$ 55	55%	\$ 100	100%	0	\$ -	\$ -	\$ -
	For parking lot lighting standards, each		0.16	\$ 133.20	\$ 21	\$ 15	70%	\$ 21	100%	0	\$ -	\$ -	\$ -
	For private swimming pool		1.00	\$ 133.20	\$ 133	\$ 75	56%	\$ 133	100%	174	\$ 13,050	\$ 23,176	\$ 23,176
	For public swimming pools (including pools located at apartment houses, condominiums, mobile parks, recreational vehicle parks, and Mobile home subdivisions)		4.00	\$ 133.20	\$ 533	\$ 400	75%	\$ 533	100%	3	\$ 1,200	\$ 1,598	\$ 1,598
	Festoon lighting for outdoor areas		1.00	\$ 133.20	\$ 133	\$ 80	60%	\$ 133	100%	0	\$ -	\$ -	\$ -

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<b>PLUMBING PERMIT FEES</b>													
<b>Unit Fee Schedule (in addition to permit fees above)</b>													
	For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore)		0.08	\$ 133.20	\$ 11	\$ 10	94%	\$ 11	100%	0	\$ -	\$ -	\$ -
	For each building sewer and each trailer park sewer		0.23	\$ 133.20	\$ 31	\$ 30	98%	\$ 31	100%	558	\$ 16,740	\$ 17,094	\$ 17,094
	Rainwater systems - per drain (inside building)		0.25	\$ 133.20	\$ 33	\$ 30	90%	\$ 33	100%	0	\$ -	\$ -	\$ -
	For each cesspool (where permitted)		1.00	\$ 133.20	\$ 133	\$ 100	75%	\$ 133	100%	0	\$ -	\$ -	\$ -
	For each private sewage disposal system		2.00	\$ 133.20	\$ 266	\$ 175	66%	\$ 266	100%	32	\$ 5,600	\$ 8,525	\$ 8,525
	For each water heater and/or vent		0.56	\$ 133.20	\$ 75	\$ 45	60%	\$ 75	100%	650	\$ 29,250	\$ 48,483	\$ 48,483
	For each gas-piping system of one to five outlets		0.19	\$ 133.20	\$ 25	\$ 15	59%	\$ 25	100%	769	\$ 11,535	\$ 19,461	\$ 19,461
	For each additional gas-piping system outlet, per outlet		0.16	\$ 133.20	\$ 21	\$ 15	70%	\$ 21	100%	0	\$ -	\$ -	\$ -
	For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps		1.50	\$ 133.20	\$ 200	\$ 150	75%	\$ 200	100%	4	\$ 600	\$ 799	\$ 799
	For each installation, alteration or repair of water piping and/or water treating equipment, each		0.25	\$ 133.20	\$ 33	\$ 20	60%	\$ 33	100%	279	\$ 5,580	\$ 9,290	\$ 9,290
	For each repair or alteration of drainage or vent pipe, each fixture		0.50	\$ 133.20	\$ 67	\$ 40	60%	\$ 67	100%	21	\$ 840	\$ 1,399	\$ 1,399
	For each lawn sprinkler system on any one meter including backflow protection devices therefore		0.33	\$ 133.20	\$ 44	\$ 25	57%	\$ 44	100%	70	\$ 1,750	\$ 3,077	\$ 3,077
	For atmospheric-type vacuum breakers not included in item 12 above:												
	1 to 5		0.08	\$ 133.20	\$ 11	\$ 10	94%	\$ 11	100%	0	\$ -	\$ -	\$ -
	over 5, each		0.08	\$ 133.20	\$ 11	\$ 7	66%	\$ 11	100%	0	\$ -	\$ -	\$ -
	For each backflow protective device other than atmospheric type vacuum breakers:												
	2 inch (51 mm) diameter and smaller		0.33	\$ 133.20	\$ 44	\$ 25	57%	\$ 44	100%	380	\$ 9,500	\$ 16,703	\$ 16,703
	over 2 inches (51 mm) diameter		0.33	\$ 133.20	\$ 44	\$ 25	57%	\$ 44	100%	0	\$ -	\$ -	\$ -
	For each graywater system		1.00	\$ 133.20	\$ 133	\$ 75	56%	\$ 133	100%	0	\$ -	\$ -	\$ -
	For each medical gas piping system serving one to five inlet(s)/outlet(s) for a specific gas, per hour		0.50	\$ 133.20	\$ 67	\$ 50	75%	\$ 67	100%	0	\$ -	\$ -	\$ -
	For each additional medical gas inlet(s)/outlet(s)		0.25	\$ 133.20	\$ 33	\$ 20	60%	\$ 33	100%	0	\$ -	\$ -	\$ -
	Plumbing for Residential Pool		1.00	\$ 133.20	\$ 133	\$ 75	56%	\$ 133	100%	174	\$ 13,050	\$ 23,176	\$ 23,176
	Plumbing for Commercial Pool		0.50	\$ 133.20	\$ 67	\$ 60	90%	\$ 67	100%	3	\$ 180	\$ 200	\$ 200

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<b>MECHANICAL FEES PERMITS</b>													
<b>Unit Fee Schedule (Note: the following do not include permit-issuing fee)</b>													
<b>1. Furnaces</b>													
	For the installation or relocation or each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)		0.50	\$ 133.20	\$ 67	\$ 40	60%	\$ 67	100%	224	\$ 8,960	\$ 14,918	\$ 14,918
	For the installation or relocation or each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h (29.3 kW)		1.00	\$ 133.20	\$ 133	\$ 75	56%	\$ 133	100%	18	\$ 1,350	\$ 2,398	\$ 2,398
	For the installation or relocation or each floor furnace, including vent		1.50	\$ 133.20	\$ 200	\$ 100	50%	\$ 200	100%	0	\$ -	\$ -	\$ -
	For the installation or relocation or each suspended heater, recessed wall heater or floor-mounted unit heater		1.50	\$ 133.20	\$ 200	\$ 100	50%	\$ 200	100%	0	\$ -	\$ -	\$ -
<b>2. Appliance Vents</b>													
	For the installation or relocation or replacement of each appliance vent installed and not included in an appliance permit		0.33	\$ 133.20	\$ 44	\$ 25	57%	\$ 44	100%	5	\$ 125	\$ 220	\$ 220
<b>3. Repairs or Additions</b>													
	For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation or controls regulated by Mechanical Code		1.50	\$ 133.20	\$ 200	\$ 100	50%	\$ 200	100%	1	\$ 100	\$ 200	\$ 200
<b>4. Boilers, Compressors and Absorption Systems</b>													
	For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/hr (29.3 kW)		1.50	\$ 133.20	\$ 200	\$ 100	50%	\$ 200	100%	2	\$ 200	\$ 400	\$ 400
	For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/hr (29.3 kW) to and including 500,000 Btu/h (146.6 kW)		2.00	\$ 133.20	\$ 266	\$ 125	47%	\$ 266	100%	0	\$ -	\$ -	\$ -
	For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/hr (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)		2.50	\$ 133.20	\$ 333	\$ 150	45%	\$ 333	100%	0	\$ -	\$ -	\$ -
	For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/hr (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)		3.00	\$ 133.20	\$ 400	\$ 175	44%	\$ 400	100%	0	\$ -	\$ -	\$ -
	For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/hr (512.9 kW)		3.50	\$ 133.20	\$ 466	\$ 200	43%	\$ 466	100%	2	\$ 400	\$ 932	\$ 932

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>5. Air Handlers</b>													
	For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4919 L/s), including ducts attached thereto <b>Note:</b> this fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.		0.75	\$ 133.20	\$ 100	\$ 50	50%	\$ 100	100%	350	\$ 17,500	\$ 34,964	\$ 34,964
	For each air-handling unit over 10,000 cfm (4719 L/s)		2.00	\$ 133.20	\$ 266	\$ 125	47%	\$ 266	100%	19	\$ 2,375	\$ 5,061	\$ 5,061
<b>6. Evaporative Coolers</b>													
	For each evaporative cooler other than portable type		1.50	\$ 133.20	\$ 200	\$ 110	55%	\$ 200	100%	4	\$ 440	\$ 799	\$ 799
<b>7. Ventilation and Exhaust</b>													
	For each ventilation fan connected to a single duct		0.25	\$ 133.20	\$ 33	\$ 20	60%	\$ 33	100%	0	\$ -	\$ -	\$ -
	For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit		0.33	\$ 133.20	\$ 44	\$ 25	57%	\$ 44	100%	0	\$ -	\$ -	\$ -
	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood		1.00	\$ 133.20	\$ 133	\$ 75	56%	\$ 133	100%	0	\$ -	\$ -	\$ -
<b>8. Incinerators</b>													
	For the installation or relocation of each domestic-type incinerator		1.50	\$ 133.20	\$ 200	\$ 150	75%	\$ 200	100%	0	\$ -	\$ -	\$ -
	For the installation or relocation of each commercial or industrial-type incinerator		2.00	\$ 133.20	\$ 266	\$ 200	75%	\$ 266	100%	0	\$ -	\$ -	\$ -
<b>9. Miscellaneous</b>													
	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table		1.00	\$ 133.20	\$ 133	\$ 75	56%	\$ 133	100%	169	\$ 12,675	\$ 22,510	\$ 22,510
	Mechanical Fee for Swimming Pools		1.00	\$ 133.20	\$ 133	\$ 75	56%	\$ 133	100%	176	\$ 13,200	\$ 23,442	\$ 23,442
<b>MOBILE HOME PLAN CHECK AND PERMIT ISSUANCE FEES</b>													
	Mobile Home Permit Issuance Fee		0.50	\$ 133.20	\$ 67	\$ 40	60%	\$ 67	100%	0	\$ -	\$ -	\$ -
	Mobile Home Awning		1.50	\$ 133.20	\$ 200	\$ 110	55%	\$ 200	100%	3	\$ 330	\$ 599	\$ 599
	Mobile Home Electrical		1.00	\$ 133.20	\$ 133	\$ 75	56%	\$ 133	100%	1	\$ 75	\$ 133	\$ 133
	Mobile Home Foundation		3.00	\$ 133.20	\$ 400	\$ 220	55%	\$ 400	100%	3	\$ 660	\$ 1,199	\$ 1,199
	Mobile Home Plumbing		1.00	\$ 133.20	\$ 133	\$ 75	56%	\$ 133	100%	1	\$ 75	\$ 133	\$ 133
	Mobile Home Setdown		2.50	\$ 133.20	\$ 333	\$ 180	54%	\$ 333	100%	2	\$ 360	\$ 666	\$ 666



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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
<b>SOLAR SYSTEM PERMITS</b>													
	Residential Permit (first 15KW)		2.50	\$ 133.20	\$ 333	\$ 252	76%	\$ 333	100%	450	\$ 113,400	\$ 149,845	\$ 149,845
	>15KW, Per KW		0.17	\$ 133.20	\$ 22	\$ -	0%	\$ 22	100%	0	\$ -	\$ -	\$ -
	Commerical Permit												
	Up to 50KW		5.00	\$ 133.20	\$ 666	\$ 252	38%	\$ 666	100%	0	\$ -	\$ -	\$ -
	51 to 250kw (per KW)		0.25	\$ 133.20	\$ 33	\$ -	0%	\$ 33	100%	0	\$ -	\$ -	\$ -
	>250KW (per KW)		0.25	\$ 133.20	\$ 33	\$ -	0%	\$ 33	100%	0	\$ -	\$ -	\$ -
<b>MISCELLANEOUS FEES</b>													
	Business License Inspection - Commercial		1.00	\$ 133.20	\$ 133	\$ 85	64%	\$ 133	100%	896	\$ 76,160	\$ 119,343	\$ 119,343
	Business License Inspection - Residential		1.00	\$ 133.20	\$ 133	\$ 35	26%	\$ 133	100%	0	\$ -	\$ -	\$ -
	Short-Term Rental Program Administration / Inspection		1.00	\$ 133.20	\$ 133	\$ 60	45%	\$ 133	100%	32	\$ 1,920	\$ 4,262	\$ 4,262
new	Temporary Certificate of Occupancy		3.00	\$ 133.20	\$ 400	\$ -	0%	\$ 400	100%	0	\$ -	\$ -	\$ -
	Demolition Fees		1.50	\$ 133.20	\$ 200	\$ 175	88%	\$ 200	100%	5	\$ 875	\$ 999	\$ 999
	Permit Renewal Fee (placeholder for MFS - fee is 50% of the permit fee, as per policy)		n/a	\$ 133.20	n/a	n/a	n/a	n/a	n/a	0	n/a	n/a	n/a
	Archiving Fee - Shall be assessed on all plans, calculations, and other required documentations that are required for submittal and/or generated during the course of the project.												
	for plans, per page		n/a	\$ 133.20	n/a	n/a	n/a	n/a	n/a	0	n/a	n/a	n/a
	for all other documents, per page		n/a	\$ 133.20	n/a	n/a	n/a	n/a	n/a	0	n/a	n/a	n/a
<b>TOTAL</b>											<b>1,971,543</b>	<b>2,247,178</b>	<b>2,159,331</b>

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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<b>SERVICES AND INSPECTIONS</b>													
A100	Administrative Report Copy (see City Clerk)												
	Agency Comments (per request)	[1]	3.50	\$ 150.03	\$ 525	\$ 434	83%	\$ 525	100%	28	\$ 12,152	\$ 14,703	\$ 14,703
I	Business License Inspection (not requiring operational permit)		1.50	\$ 150.03	\$ 225	\$ 186	83%	\$ 225	100%	121	\$ 22,506	\$ 27,231	\$ 27,231
I	Fire Flow Test - Field Testing		2.67	\$ 150.03	\$ 401	\$ 248	62%	\$ -	0%	8	\$ 1,984	\$ 3,205	\$ -
I	Parade Float – Per Event		3.00	\$ 150.03	\$ 450	\$ 185	41%	\$ 450	100%	0	\$ -	\$ -	\$ -
	Plan Review / Inspection												
	Commercial Tenant Improvement		8.00	\$ 150.03	\$ 1,200	\$ 496	41%	\$ 1,200	100%	106	\$ 52,576	\$ 127,226	\$ 127,226
	New Commercial/Multifamily/Mixed Use		11.50	\$ 150.03	\$ 1,725	\$ 1,069	62%	\$ 1,725	100%	94	\$ 100,486	\$ 162,183	\$ 162,183
new	1 or 2 Family Dwelling		2.50	\$ 150.03	\$ 375	\$ -	0%	\$ 375	100%	125	\$ -	\$ 46,885	\$ 46,885
new	Gates and Barricades Across Fire Apparatus Access Roads		4.25	\$ 150.03	\$ 638	\$ -	0%	\$ 638	100%	32	\$ -	\$ 20,404	\$ 20,404
I	Plan Review Accelerated/Expedited (per hour, 2 hour minimum)		1.00	\$ 150.03	\$ 150	\$ 124	83%	\$ 150	100%	10	\$ 1,240	\$ 1,500	\$ 1,500
I	Plan Resubmittal Fee:		3.00	\$ 150.03	\$ 450	\$ 248	55%	\$ 450	100%	2	\$ 496	\$ 900	\$ 900
	Charge for 3rd resubmittal and each subsequent submittal (per submittal)												
I	Plan Review As Built/Re-stamp plans		3.00	\$ 150.03	\$ 450	\$ 279	62%	\$ 450	100%	0	\$ -	\$ -	\$ -
new	Reinspection fee: Charge for 3rd reinspection and each subsequent re-inspection (Reinspection Fee/New Construction Not Ready or Cannot be approved during regular scheduled inspection; failure to pass)		1.00	\$ 150.03	\$ 150	\$ 248	165%	\$ 113	75%	0	\$ -	\$ -	\$ -
I	Special Events Application Processing (actual event time billed at hourly rate)		1.50	\$ 150.03	\$ 225	\$ 186	83%	\$ 225	100%	46	\$ 8,556	\$ 10,352	\$ 10,352
<b>Permits</b>													
I	Aerosol Products		4.00	\$ 150.03	\$ 600	\$ 374	62%	\$ 600	100%	1	\$ 374	\$ 600	\$ 600
R	Aerosol Products		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 338	75%	2	\$ 372	\$ 900	\$ 675
I	Aircraft Refueling		4.25	<del>\$ 150.03</del>	<del>\$ 638</del>	<del>\$ 395</del>	62%	<del>\$ 638</del>	100%	0	<del>\$ -</del>	<del>\$ -</del>	<del>\$ -</del>
new	Alternate Material Method Request (per request, minimum)		4.00	\$ 150.03	\$ 600	\$ -	0%	\$ 600	100%	0	\$ -	\$ -	\$ -
	each additional hour		1.00	\$ 150.03	\$ 150	\$ -	0%	\$ 150	100%	0	\$ -	\$ -	\$ -
I	Amusement Buildings		5.25	\$ 150.03	\$ 788	\$ 488	62%	\$ 788	100%	0	\$ -	\$ -	\$ -
R	Amusement Buildings		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 338	75%	0	\$ -	\$ -	\$ -
I	Asbestos Removal		4.00	\$ 150.03	\$ 600	\$ 372	62%	\$ 600	100%	0	\$ -	\$ -	\$ -
I	Aviation Facilities		5.25	\$ 150.03	\$ 788	\$ 488	62%	\$ 788	100%	0	\$ -	\$ -	\$ -
R	Aviation Facilities		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 338	75%	0	\$ -	\$ -	\$ -

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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	Automatic Fire Sprinkler:												
	New System: Custom/Model Residential Home or Commercial Plan Review and Inspection												
I	0-5,000 square feet		7.50	\$ 150.03	\$ 1,125	\$ 698	62%	\$ 1,125	100%	21	\$ 14,658	\$ 23,630	\$ 23,630
I	5,001-15,000 square feet		9.00	\$ 150.03	\$ 1,350	\$ 837	62%	\$ 1,350	100%	4	\$ 3,348	\$ 5,401	\$ 5,401
I	15,001-30,000 square feet		10.50	\$ 150.03	\$ 1,575	\$ 976	62%	\$ 1,575	100%	3	\$ 2,928	\$ 4,726	\$ 4,726
I	> 30,001 square feet (each additional 10k square feet)		2.00	\$ 150.03	\$ 300	\$ 186	62%	\$ 300	100%	3	\$ 558	\$ 900	\$ 900
	New System: Residential Production Home Inspections/ Rough and Final Inspections												
I	per home		2.00	\$ 150.03	\$ 300	\$ 124	41%	\$ 300	100%	200	\$ 24,800	\$ 60,012	\$ 60,012
	Modifications/Alterations to existing system												
I	0-5,000 square feet		7.50	\$ 150.03	\$ 1,125	\$ 348	31%	\$ 1,125	100%	9	\$ 3,132	\$ 10,127	\$ 10,127
I	5,001-15,000 square feet		9.00	\$ 150.03	\$ 1,350	\$ 418	31%	\$ 1,350	100%	4	\$ 1,672	\$ 5,401	\$ 5,401
I	15,001-30,000 square feet		10.50	\$ 150.03	\$ 1,575	\$ 488	31%	\$ 1,575	100%	1	\$ 488	\$ 1,575	\$ 1,575
I	> 30,001 square feet (each additional 10k square feet)		2.00	\$ 150.03	\$ 300	\$ 186	62%	\$ 300	100%	1	\$ 186	\$ 300	\$ 300
I	Automatic Fire Extinguishing System Other than Fire Sprinkler		3.00	\$ 150.03	\$ 450	\$ 279	62%	\$ 450	100%	1	\$ 279	\$ 450	\$ 450
new	Install/Modification Fire Pump and Related Equipment		11.50	\$ 150.03	\$ 1,725	\$ -	0%	\$ 1,725	100%	0	\$ -	\$ -	\$ -
	Install/Modification Standpipe System Class I, II,III		8.75	\$ 150.03	\$ 1,313	\$ 767	58%	\$ 1,313	100%	0	\$ -	\$ -	\$ -
I	Battery Systems		6.00	\$ 150.03	\$ 900	\$ 558	62%	\$ 900	100%	0	\$ -	\$ -	\$ -
R	Battery Systems		<del>3.00</del>	<del>\$ 150.03</del>	<del>\$ 450</del>	<del>\$ 186</del>	41%	<del>\$ 338</del>	75%	<del>1</del>	<del>\$ 186</del>	<del>\$ 450</del>	<del>\$ 338</del>
I	Candles / Open Flames		3.00	\$ 150.03	\$ 450	\$ 279	62%	\$ 450	100%	0	\$ -	\$ -	\$ -
R	Candles/ Open Flames		2.25	\$ 150.03	\$ 338	\$ 139	41%	\$ 253	75%	2	\$ 278	\$ 675	\$ 506
New I	Carbon Dioxide Systems/Beverage Dispensing		4.25	\$ 150.03	\$ 638	\$ -	0%	\$ 638	100%	0	\$ -	\$ -	\$ -
New R	Carbon Dioxide Systems/Beverage Dispensing		2.00	\$ 150.03	\$ 300	\$ -	0%	\$ 300	100%	0	\$ -	\$ -	\$ -
I	Carnival and Fairs		2.50	\$ 150.03	\$ 375	\$ 232	62%	\$ 375	100%	2	\$ 464	\$ 750	\$ 750
new R	Carnival and Fairs		1.50	\$ 150.03	\$ 225	\$ -	0%	\$ 225	100%	0	\$ -	\$ -	\$ -
I	Cellulose Nitrate Film		5.00	\$ 150.03	\$ 750	\$ 465	62%	\$ 750	100%	0	\$ -	\$ -	\$ -
R	Cellulose Nitrate Film		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 450	100%	0	\$ -	\$ -	\$ -
I	Combustible dust producing operation		8.00	\$ 150.03	\$ 1,200	\$ 744	62%	\$ 1,200	100%	1	\$ 744	\$ 1,200	\$ 1,200

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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R	Combustible dust producing operation		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 450	100%	6	\$ 1,116	\$ 2,701	\$ 2,701
I	Combustible Fibers		5.00	\$ 150.03	\$ 750	\$ 465	62%	\$ 750	100%	0	\$ -	\$ -	\$ -
R	Combustible Fibers		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 450	100%	1	\$ 186	\$ 450	\$ 450
I	Miscellaneous Combustible Materials		5.00	\$ 150.03	\$ 750	\$ 465	62%	\$ 750	100%	1	\$ 465	\$ 750	\$ 750
R	Miscellaneous Combustible Materials		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 450	100%	6	\$ 1,116	\$ 2,701	\$ 2,701
I	Commercial Cooking Fire Suppression System (etc.)		8.00	\$ 150.03	\$ 1,200	\$ 744	62%	\$ 1,200	100%	10	\$ 7,440	\$ 12,002	\$ 12,002
I	Commercial Rubbish/Waste Handling		3.00	\$ 150.03	\$ 450	\$ 279	62%	\$ 450	100%	0	\$ -	\$ -	\$ -
R	Commercial Rubbish/Waste Handling		2.00	\$ 150.03	\$ 300	\$ 124	41%	\$ 300	100%	0	\$ -	\$ -	\$ -
I	Compressed Gas Corrosive		7.25	\$ 150.03	\$ 1,088	\$ 674	62%	\$ 1,088	100%	0	\$ -	\$ -	\$ -
R	Compressed Gas Corrosive		3.25	\$ 150.03	\$ 488	\$ 201	41%	\$ 488	100%	0	\$ -	\$ -	\$ -
I	Compressed Gas Toxic		6.75	\$ 150.03	\$ 1,013	\$ 627	62%	\$ 1,013	100%	0	\$ -	\$ -	\$ -
R	Compressed Gas Toxic		2.75	\$ 150.03	\$ 413	\$ 170	41%	\$ 413	100%	0	\$ -	\$ -	\$ -
I	Compressed Gas Flammable		7.25	\$ 150.03	\$ 1,088	\$ 674	62%	\$ 1,088	100%	0	\$ -	\$ -	\$ -
R	Compressed Gas Flammable		3.25	\$ 150.03	\$ 488	\$ 201	41%	\$ 488	100%	2	\$ 402	\$ 975	\$ 975
I	Compressed Gas Highly Toxic		6.75	\$ 150.03	\$ 1,013	\$ 627	62%	\$ 1,013	100%	0	\$ -	\$ -	\$ -
R	Compressed Gas Highly Toxic		2.75	\$ 150.03	\$ 413	\$ 170	41%	\$ 413	100%	0	\$ -	\$ -	\$ -
I	Compressed Gas Inert		6.75	\$ 150.03	\$ 1,013	\$ 627	62%	\$ 1,013	100%	3	\$ 1,881	\$ 3,038	\$ 3,038
R	Compressed Gas Inert		2.75	\$ 150.03	\$ 413	\$ 170	41%	\$ 413	100%	0	\$ -	\$ -	\$ -
I	Compressed Gas Oxidizer		6.75	\$ 150.03	\$ 1,013	\$ 627	62%	\$ 1,013	100%	0	\$ -	\$ -	\$ -
R	Compressed Gas Oxidizer		2.75	\$ 150.03	\$ 413	\$ 170	41%	\$ 413	100%	0	\$ -	\$ -	\$ -
I	Covered Mall Buildings/Placement of retail fixtures, concession, displays.		5.25	\$ 150.03	\$ 788	\$ 488	62%	\$ 788	100%	0	\$ -	\$ -	\$ -

CITY OF INDIO  
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I	Covered Mall Buildings/Display of liquid gas fire equipment.		5.25	\$ 150.03	\$ 788	\$ 488	62%	\$ 788	100%	0	\$ -	\$ -	\$ -
I	Covered Mall Buildings/Use of open flame or flame producing equipment in a ma		4.25	\$ 150.03	\$ 638	\$ 395	62%	\$ 638	100%	0	\$ -	\$ -	\$ -
R	Covered Mall Buildings/Use of open flame or flame producing equipment in a ma		2.50	\$ 150.03	\$ 375	\$ 155	41%	\$ 375	100%	0	\$ -	\$ -	\$ -
I	Copying/File Papers.		1.50	\$ 150.03	\$ 225	\$ 186	83%	\$ 225	100%	0	\$ -	\$ -	\$ -
I	Cryogenic Fluids Physical or Health Hazard		7.25	\$ 150.03	\$ 1,088	\$ 674	62%	\$ 1,088	100%	0	\$ -	\$ -	\$ -
R	Cryogenic Fluids Physical or Health Hazard		3.25	\$ 150.03	\$ 488	\$ 215	44%	\$ 488	100%	0	\$ -	\$ -	\$ -
I	Cryogenic Fluids Flammable		7.25	\$ 150.03	\$ 1,088	\$ 674	62%	\$ 1,088	100%	0	\$ -	\$ -	\$ -
R	Cryogenic Fluids Flammable		3.25	\$ 150.03	\$ 488	\$ 215	44%	\$ 488	100%	0	\$ -	\$ -	\$ -
I	Cryogenic Fluids Inert		7.25	\$ 150.03	\$ 1,088	\$ 674	62%	\$ 1,088	100%	0	\$ -	\$ -	\$ -
R	Cryogenic Fluids Inert		3.25	\$ 150.03	\$ 488	\$ 215	44%	\$ 488	100%	0	\$ -	\$ -	\$ -
I	Cryogenic Fluids Oxidizer		7.25	\$ 150.03	\$ 1,088	\$ 674	62%	\$ 1,088	100%	0	\$ -	\$ -	\$ -
R	Cryogenic Fluids Oxidizer		3.25	\$ 150.03	\$ 488	\$ 215	44%	\$ 488	100%	0	\$ -	\$ -	\$ -
I	Cutting and Welding		5.00	\$ 150.03	\$ 750	\$ 465	62%	\$ 750	100%	0	\$ -	\$ -	\$ -
R	Cutting and Welding		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 450	100%	6	\$ 1,116	\$ 2,701	\$ 2,701
I	Dry Cleaning Plant		4.50	\$ 150.03	\$ 675	\$ 418	62%	\$ 675	100%	0	\$ -	\$ -	\$ -
R	Dry Cleaning Plant		2.50	\$ 150.03	\$ 375	\$ 155	41%	\$ 375	100%	3	\$ 465	\$ 1,125	\$ 1,125
I	Explosive / Blasting Agents/ Small arms, model rockets, small arms ammunition retailer		7.00	\$ 150.03	\$ 1,050	\$ 651	62%	\$ 1,050	100%	0	\$ -	\$ -	\$ -
R	Explosive / Blasting Agents Small arms, model rockets, small arms ammunition retailer		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 450	100%	0	\$ -	\$ -	\$ -
I	Exhibition / Trade Shows – Per Event		6.00	\$ 150.03	\$ 900	\$ 558	62%	\$ 900	100%	0	\$ -	\$ -	\$ -
R	Exhibition / Trade Shows – Continuous Event		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 450	100%	0	\$ -	\$ -	\$ -

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee [1]
	Fire Alarm Systems:												
	Inspections/New Systems												
I	0 - 5,000 square feet		8.00	\$ 150.03	\$ 1,200	\$ 745	62%	\$ 1,200	100%	5	\$ 3,725	\$ 6,001	\$ 6,001
I	5,001 - 15,000 square feet		11.00	\$ 150.03	\$ 1,650	\$ 1,023	62%	\$ 1,650	100%	2	\$ 2,046	\$ 3,301	\$ 3,301
I	15,001 - 30,000 square feet		12.00	\$ 150.03	\$ 1,800	\$ 1,116	62%	\$ 1,800	100%	2	\$ 2,232	\$ 3,601	\$ 3,601
I	> 30,001 square feet (each additional 10K square feet)		2.00	\$ 150.03	\$ 300	\$ 560	187%	\$ 300	100%	2	\$ 1,120	\$ 600	\$ 600
	Modification/Alterations to existing Fire Alarm Systems:												
I	0 - 5,000 square feet		3.00	\$ 150.03	\$ 450	\$ 279	62%	\$ 450	100%	4	\$ 1,116	\$ 1,800	\$ 1,800
I	5,001 - 15,000 square feet		4.50	\$ 150.03	\$ 675	\$ 418	62%	\$ 675	100%	2	\$ 836	\$ 1,350	\$ 1,350
I	15,001 - 30,000 square feet		6.00	\$ 150.03	\$ 900	\$ 560	62%	\$ 900	100%	0	\$ -	\$ -	\$ -
I	> 30,001 square feet (each additional 10K square feet)		2.00	\$ 150.03	\$ 300	\$ 185	62%	\$ 300	100%	0	\$ -	\$ -	\$ -
	Fire Alarm - Water Flow Sprinkler System (per riser)		3.00	\$ 150.03	\$ 450	\$ 280	62%	\$ 450	100%	7	\$ 1,960	\$ 3,151	\$ 3,151
I	Fire Hydrant Underground System/Per Each Fire Hydrant Public System		2.75	\$ 150.03	\$ 413	\$ 285	69%	\$ 413	100%	7	\$ 1,995	\$ 2,888	\$ 2,888
I	Fire Hydrant/Underground System/Per Each Fire Hydrant Private System Plan Review Installation Inspections		3.00	\$ 150.03	\$ 450	\$ 279	62%	\$ 450	100%	5	\$ 1,395	\$ 2,250	\$ 2,250
R	Fire Hydrant Underground System/Per Each Fire Hydrant Private system annual permit.		1.75	\$ 150.03	\$ 263	\$ 108	41%	\$ 197	75%	17	\$ 1,836	\$ 4,463	\$ 3,348
I	Fireworks/Display		6.50	\$ 150.03	\$ 975	\$ 674	69%	\$ 975	100%	18	\$ 12,132	\$ 17,554	\$ 17,554
I	Flammable / Combustible Liquid, Pipeline		5.00	\$ 150.03	\$ 750	\$ 465	62%	\$ 750	100%	0	\$ -	\$ -	\$ -
R	Flammable / Combustible Liquid, Pipeline		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 338	75%	0	\$ -	\$ -	\$ -
I	Flammable/Combustible Liquids Containers, Drums.		6.00	\$ 150.03	\$ 900	\$ 558	62%	\$ 900	100%	1	\$ 558	\$ 900	\$ 900
R	Flammable/Combustible Liquids Containers, Drums.		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	7	\$ 1,519	\$ 3,676	\$ 2,757
I	Floor Finishing		4.25	\$ 150.03	\$ 638	\$ 395	62%	\$ 638	100%	0	\$ -	\$ -	\$ -
I	Fruit and Crop Ripening		5.50	\$ 150.03	\$ 825	\$ 511	62%	\$ 825	100%	0	\$ -	\$ -	\$ -
R	Fruit and Crop Ripening		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	2	\$ 434	\$ 1,050	\$ 788
I	Fumigation / Insecticide Fogging		5.00	\$ 150.03	\$ 750	\$ 465	62%	\$ 750	100%	1	\$ 465	\$ 750	\$ 750

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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I	Hazardous Materials Oxidizing		6.00	\$ 150.03	\$ 900	\$ 558	62%	\$ 900	100%	1	\$ 558	\$ 900	\$ 900
R	Hazardous Materials Oxidizing		3.00	\$ 150.03	\$ 450	\$ 190	42%	\$ 338	75%	4	\$ 760	\$ 1,800	\$ 1,350
I	Hazardous Materials Water Reactive		6.00	\$ 150.03	\$ 900	\$ 558	62%	\$ 900	100%	0	\$ -	\$ -	\$ -
R	Hazardous Materials Water Reactive		3.00	\$ 150.03	\$ 450	\$ 190	42%	\$ 338	75%	2	\$ 380	\$ 900	\$ 675
I	Hazardous Materials Corrosive		6.00	\$ 150.03	\$ 900	\$ 558	62%	\$ 900	100%	0	\$ -	\$ -	\$ -
R	Hazardous Materials Corrosive		3.00	\$ 150.03	\$ 450	\$ 190	42%	\$ 338	75%	3	\$ 570	\$ 1,350	\$ 1,013
I	Hazardous Materials Flammable Solid		6.00	\$ 150.03	\$ 900	\$ 558	62%	\$ 900	100%	0	\$ -	\$ -	\$ -
R	Hazardous Materials Flammable Solid		3.00	\$ 150.03	\$ 450	\$ 190	42%	\$ 338	75%	0	\$ -	\$ -	\$ -
I	Hazardous Materials Highly Toxic		7.00	\$ 150.03	\$ 1,050	\$ 651	62%	\$ 1,050	100%	0	\$ -	\$ -	\$ -
R	Hazardous Materials Highly Toxic		3.00	\$ 150.03	\$ 450	\$ 190	42%	\$ 338	75%	0	\$ -	\$ -	\$ -
I	Hazardous Materials Toxic		6.00	\$ 150.03	\$ 900	\$ 558	62%	\$ 900	100%	0	\$ -	\$ -	\$ -
R	Hazardous Materials Toxic		3.00	\$ 150.03	\$ 450	\$ 190	42%	\$ 338	75%	2	\$ 380	\$ 900	\$ 675
I	Hazardous Material Organic Peroxide		7.00	\$ 150.03	\$ 1,050	\$ 651	62%	\$ 1,050	100%	0	\$ -	\$ -	\$ -
R	Hazardous Material Organic Peroxide		3.00	\$ 150.03	\$ 450	\$ 190	42%	\$ 338	75%	0	\$ -	\$ -	\$ -
I	Hazardous Material Pyrophoric		7.00	\$ 150.03	\$ 1,050	\$ 651	62%	\$ 1,050	100%	0	\$ -	\$ -	\$ -
R	Hazardous Material Pyrophoric		3.00	\$ 150.03	\$ 450	\$ 190	42%	\$ 338	75%	0	\$ -	\$ -	\$ -
I	Hazardous Material Unstable Reactive		7.00	\$ 150.03	\$ 1,050	\$ 651	62%	\$ 1,050	100%	0	\$ -	\$ -	\$ -
R	Hazardous Material Unstable Reactive		3.00	\$ 150.03	\$ 450	\$ 190	42%	\$ 338	75%	1	\$ 190	\$ 450	\$ 338
I	HPM Facility		7.50	\$ 150.03	\$ 1,125	\$ 697	62%	\$ 1,125	100%	0	\$ -	\$ -	\$ -
R	HPM Facility		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	0	\$ -	\$ -	\$ -
I	High Piled Storage		7.25	\$ 150.03	\$ 1,088	\$ 674	62%	\$ 1,088	100%	4	\$ 2,696	\$ 4,351	\$ 4,351

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R	High Piled Storage		3.25	\$ 150.03	\$ 488	\$ 201	41%	\$ 366	75%	8	\$ 1,608	\$ 3,901	\$ 2,926
I	High Rise Building		10.75	\$ 150.03	\$ 1,613	\$ 999	62%	\$ 1,613	100%	0	\$ -	\$ -	\$ -
R	High Rise Building		4.75	\$ 150.03	\$ 713	\$ 294	41%	\$ 534	75%	0	\$ -	\$ -	\$ -
I	Hot Works Operation		5.00	\$ 150.03	\$ 750	\$ 465	62%	\$ 750	100%	1	\$ 465	\$ 750	\$ 750
R	Hot Works Operation		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 338	75%	5	\$ 930	\$ 2,250	\$ 1,688
I	Licensed Care Facility (1-6) State and County License Mandated		6.00	\$ 150.03	\$ 900	\$ 558	62%	\$ 900	100%	2	\$ 1,116	\$ 1,800	\$ 1,800
R	Licensed Care Facility (1-6) State and County License Mandated		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 338	75%	6	\$ 1,116	\$ 2,701	\$ 2,025
I	Licensed Care Facility (7-49) State and County License Mandated		7.50	\$ 150.03	\$ 1,125	\$ 697	62%	\$ 1,125	100%	5	\$ 3,485	\$ 5,626	\$ 5,626
R	Licensed Care Facility (7-49) State and County License Mandated		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	34	\$ 7,378	\$ 17,854	\$ 13,390
I	Licensed Care Facility (50+) State and County License Mandated		9.00	\$ 150.03	\$ 1,350	\$ 837	62%	\$ 1,350	100%	2	\$ 1,674	\$ 2,701	\$ 2,701
R	Licensed Care Facility (50+) State and County License Mandated		4.00	\$ 150.03	\$ 600	\$ 257	43%	\$ 450	75%	5	\$ 1,285	\$ 3,001	\$ 2,250
I	Liquid Gas Fuel / Vehicle Display in Assembly Buildings		4.50	\$ 150.03	\$ 675	\$ 418	62%	\$ 675	100%	0	\$ -	\$ -	\$ -
I	Lumber Yard/and Woodworking Plants		6.25	\$ 150.03	\$ 938	\$ 581	62%	\$ 938	100%	0	\$ -	\$ -	\$ -
R	Lumber Yard/and Woodworking Plants		3.25	\$ 150.03	\$ 488	\$ 201	41%	\$ 366	75%	0	\$ -	\$ -	\$ -
I	LP-GAS – Residential Installation		5.50	\$ 150.03	\$ 825	\$ 511	62%	\$ 825	100%	0	\$ -	\$ -	\$ -
I	LP-GAS– Commercial		7.25	\$ 150.03	\$ 1,088	\$ 674	62%	\$ 1,088	100%	1	\$ 674	\$ 1,088	\$ 1,088
R	LP-GAS – Commercial		3.25	\$ 150.03	\$ 488	\$ 201	41%	\$ 366	75%	9	\$ 1,809	\$ 4,388	\$ 3,291
I	<del>Letter of Non-compliance</del>		2.00	\$ 150.03	\$ 300	\$ 248	83%	\$ 300	100%	0	\$ -	\$ -	\$ -



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I	Live Audiences/State Fire Marshal In Production Facilities, Studios and Sound Stages.		7.75	\$ 150.03	\$ 1,163	\$ 720	62%	\$ 1,163	100%	0	\$ -	\$ -	\$ -
R	Live Audiences/State Fire Marshal In Production Facilities, Studios and Sound Stages.		3.75	\$ 150.03	\$ 563	\$ 232	41%	\$ 422	75%	0	\$ -	\$ -	\$ -
I	Magnesium	[3]	5.00	\$ 150.03	\$ 750	\$ 465	62%	\$ 750	100%	0	\$ -	\$ -	\$ -
R	Magnesium		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 338	75%	0	\$ -	\$ -	\$ -
I	Miscellaneous Items Not Otherwise Specified (per hour)	[3]	1.00	\$ 150.03	\$ 150	\$ 124	83%	\$ 150	100%	4	\$ 496	\$ 600	\$ 600
I	Motor Vehicle Fuel Dispensing Installation/Start-up 0 to 5,000 sq. ft.		7.50	\$ 150.03	\$ 1,125	\$ 697	62%	\$ -	0%	2	\$ 1,394	\$ 2,250	\$ -
	Over 5,000 square feet (per square foot)		9.50	\$ 150.03	\$ 1,425	\$ 885	62%	\$ -	0%	0	\$ -	\$ -	\$ -
R	Motor Vehicle Fuel Dispensing		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	2	\$ 434	\$ 1,050	\$ 788
I	Open Flames and Torches Remove finish or use in wildfire risk area		4.25	\$ 150.03	\$ 638	\$ 395	62%	\$ 638	100%	0	\$ -	\$ -	\$ -
R	Open Flames and Torches Remove finish or use in wildfire risk area		2.50	\$ 150.03	\$ 375	\$ 155	41%	\$ 281	75%	0	\$ -	\$ -	\$ -
I	Open Flames and Candles In assembly, dining, restaurant or drinking establishments		5.00	\$ 150.03	\$ 750	\$ 465	62%	\$ 750	100%	0	\$ -	\$ -	\$ -
R	Open Flames and Candles In assembly, dining, restaurant or drinking establishments		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 338	75%	0	\$ -	\$ -	\$ -
I	Organic Coatings		7.00	\$ 150.03	\$ 1,050	\$ 651	62%	\$ 1,050	100%	0	\$ -	\$ -	\$ -
R	Organic Coatings		3.50	\$ 150.03	\$ 525	\$ 356	68%	\$ 394	75%	0	\$ -	\$ -	\$ -
I	Oven – Industrial		6.50	\$ 150.03	\$ 975	\$ 604	62%	\$ 975	100%	0	\$ -	\$ -	\$ -
R	Oven – Industrial		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 338	75%	0	\$ -	\$ -	\$ -

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I	Photovoltaic System - Plan Review and Inspection												
	Residential Permit (First 15KW)		2.00	\$ 150.03	\$ 300	\$ 248	83%	\$ 300	100%	141	\$ 34,968	\$ 42,309	\$ 42,309
	> 15KW per KW		0.08	\$ 150.03	\$ 12	\$ -	0%	\$ 12	100%	20	\$ -	\$ 249	\$ 249
	Commercial Permit												
	Up to 50KW		8.00	\$ 150.03	\$ 1,200	\$ 496	n/a	\$ 1,000	n/a	22	\$ 10,912	\$ 26,405	\$ 22,000
	51 to 250KW (Per KW)		0.08	\$ 150.03	\$ 12	\$ -	n/a	\$ 7	n/a		\$ -	\$ -	\$ -
	> 250KW (Per KW)		0.08	\$ 150.03	\$ 12	\$ -	n/a	\$ 5	n/a		\$ -	\$ -	\$ -
I	Place of Assembly (50-100)		4.25	\$ 150.03	\$ 638	\$ 395	62%	\$ 638	100%	10	\$ 3,950	\$ 6,376	\$ 6,376
R	Place of Assembly (50-100)		2.00	\$ 150.03	\$ 300	\$ 395	132%	\$ 300	100%	0	\$ -	\$ -	\$ -
I	Place of Assembly (101-300)		4.75	\$ 150.03	\$ 713	\$ 440	62%	\$ 713	100%	10	\$ 4,400	\$ 7,126	\$ 7,126
R	Place of Assembly (101-300)		2.25	\$ 150.03	\$ 338	\$ 440	130%	\$ 338	100%	0	\$ -	\$ -	\$ -
I	Place of Assembly (301+)		6.00	\$ 150.03	\$ 900	\$ 560	62%	\$ 900	100%	6	\$ 3,360	\$ 5,401	\$ 5,401
R	Place of Assembly (301+)		2.50	\$ 150.03	\$ 375	\$ 560	149%	\$ 375	100%	0	\$ -	\$ -	\$ -
I	Production Facilities/Additional Permits		7.50	\$ 150.03	\$ 1,125	\$ 697	62%	\$ 1,125	100%	0	\$ -	\$ -	\$ -
R	Production Facilities/Additional Permits		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	0	\$ -	\$ -	\$ -
I	Pyrotechnics and Special Effects/State Fire Marshal Television, Motion Picture.		6.75	\$ 150.03	\$ 1,013	\$ 697	69%	\$ 1,013	100%	1	\$ 697	\$ 1,013	\$ 1,013
R	Pyrotechnics and Special Effects/State Fire Marshal Television, Motion Picture.		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	0	\$ -	\$ -	\$ -
new	Radio Building Amplification System		4.00	\$ 150.03	\$ 600	\$ -	0%	\$ 450	75%	2	\$ -	\$ 1,200	\$ 900
I	Residential Hotel / Motel / Apartments 3 thru 20 dwelling units		6.00	\$ 150.03	\$ 900	\$ 558	62%	\$ 900	100%	4	\$ 2,232	\$ 3,601	\$ 3,601
R	Residential Hotel / Motel / Apartments 3 thru 20 dwelling units		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	21	\$ 4,557	\$ 11,027	\$ 8,270
I	Residential Hotel / Motel / Apartments 21 to 50 dwelling units		7.50	\$ 150.03	\$ 1,125	\$ 697	62%	\$ 1,125	100%	2	\$ 1,394	\$ 2,250	\$ 2,250

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R	Residential Hotel / Motel / Apartments 21 to 50 dwelling units		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	10	\$ 2,170	\$ 5,251	\$ 3,938
I	Residential Hotel / Motel / Apartments More than 50 dwelling units.		7.75	\$ 150.03	\$ 1,163	\$ 720	62%	\$ 1,163	100%	1	\$ 720	\$ 1,163	\$ 1,163
R	Residential Hotel / Motel / Apartments More than 50 dwelling units.		3.75	\$ 150.03	\$ 563	\$ 232	41%	\$ 422	75%	9	\$ 2,088	\$ 5,064	\$ 3,798
I	Refrigeration Equipment		5.50	\$ 150.03	\$ 825	\$ 511	62%	\$ 825	100%	0	\$ -	\$ -	\$ -
R	Refrigeration Equipment		2.50	\$ 150.03	\$ 375	\$ 155	41%	\$ 281	75%	3	\$ 465	\$ 1,125	\$ 844
I	Repair Garages		6.75	\$ 150.03	\$ 1,013	\$ 627	62%	\$ 1,013	100%	9	\$ 5,643	\$ 9,114	\$ 9,114
R	Repair Garages		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	9	\$ 1,953	\$ 4,726	\$ 3,544
I	Spraying / Dipping Operation		6.25	\$ 150.03	\$ 938	\$ 581	62%	\$ 938	100%	5	\$ 2,905	\$ 4,688	\$ 4,688
R	Spraying / Dipping Operation		3.00	\$ 150.03	\$ 450	\$ 186	41%	\$ 338	75%	2	\$ 372	\$ 900	\$ 675
I	Standpipe Systems Within Single Building		8.25	\$ 150.03	\$ 1,238	\$ 767	62%	\$ 1,238	100%	0	\$ -	\$ -	\$ -
I	Storage Tank - Aboveground/Hazardous Materials Removal – First Tank		6.25	\$ 150.03	\$ 938	\$ 581	62%	\$ 938	100%	1	\$ 581	\$ 938	\$ 938
I	Storage Tank – Aboveground/Hazardous Materials Removal – Additional Tanks		2.42	\$ 150.03	\$ 363	\$ 225	62%	\$ 363	100%	0	\$ -	\$ -	\$ -
I	Storage Tank - AST/Hazardous Materials Permanent or temporary.		7.25	\$ 150.03	\$ 1,088	\$ 674	62%	\$ 1,088	100%	2	\$ 1,348	\$ 2,175	\$ 2,175
R	Storage Tank – AST/Hazardous Materials Permanent or temporary.		2.75	\$ 150.03	\$ 413	\$ 170	41%	\$ 309	75%	7	\$ 1,190	\$ 2,888	\$ 2,166
I	Storage Tank – Underground/Hazardous Material Removal – First Tank		3.92	\$ 150.03	\$ 588	\$ 364	62%	\$ 588	100%	0	\$ -	\$ -	\$ -
I	Storage Tank – Underground Hazardous Material Removal – Additional Tanks		2.42	\$ 150.03	\$ 363	\$ 225	62%	\$ 363	100%	0	\$ -	\$ -	\$ -

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I	Smoke Verification Unit 1-6 unit		2.00	\$ 150.03	\$ 300	\$ 124	41%	\$ 300	100%	0	\$ -	\$ -	\$ -
	Per unit for each unit over 6		0.25	\$ 150.03	\$ 38	\$ 15	40%	\$ 38	100%	0	\$ -	\$ -	\$ -
I	Temporary Structures – Tents / Canopies		4.00	\$ 150.03	\$ 600	\$ 411	68%	\$ 600	100%	103	\$ 42,333	\$ 61,813	\$ 61,813
I	Tire Storage		5.50	\$ 150.03	\$ 825	\$ 511	62%	\$ 825	100%	1	\$ 511	\$ 825	\$ 825
R	Tire Storage		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	5	\$ 1,085	\$ 2,626	\$ 1,969
I	Vapor Expansion Tanks		7.25	\$ 150.03	\$ 1,088	\$ 674	62%	\$ 1,088	100%	0	\$ -	\$ -	\$ -
I	Waste Handling/wrecking Yards, Junk Yards, Waste Material		6.50	\$ 150.03	\$ 975	\$ 604	62%	\$ 975	100%	0	\$ -	\$ -	\$ -
R	Waste Handling/wrecking Yards, Junk Yards, Waste Material		3.50	\$ 150.03	\$ 525	\$ 217	41%	\$ 394	75%	1	\$ 217	\$ 525	\$ 394
I	Wood Products		4.50	\$ 150.03	\$ 675	\$ 418	62%	\$ 675	100%	0	\$ -	\$ -	\$ -
R	Wood Products		2.50	\$ 150.03	\$ 375	\$ 155	41%	\$ 281	75%	1	\$ 155	\$ 375	\$ 281
I	Work commencing before permit issuance <i>(placeholder for MFS - not analyzed as part of this scope)</i>												
	Policy - 300 percent of normal cost of permit												
	CPR Training		8.00	\$ 150.03	\$ 1,200	\$ 992	83%	n/a	%	0	\$ _____	\$ _____	\$ _____
	CERT Training		20.00	\$ 150.03	\$ 3,001	\$ 2,480	83%	n/a	%	0	\$ _____	\$ _____	\$ _____

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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee [1]
	Copy Service - per page <i>(placeholder for MFS - not analyzed as part of this scope)</i>												
	Fire Department Equipment Costs: <i>(placeholder for MFS - not analyzed as part of this scope)</i>												
	Fire Engine - per hour												
	Aerial Truck - per hour												
	Paramedic Ambulance - per hour												
	Administration Vehicle - per hour												
<b>TOTAL</b>											461,623	883,233	851,506

[Notes]

- [1] Agency comments include Conditional Use Permits, EIR, Design Review, Hazardous Materials
- [2] Operational permit consolidation - 1st permit (highest \$ value) at adopted fee, subsequent permits, at the same location, calculated at 75% of the adopted fee.
- [3] For items not included elsewhere in the fee list, the City Manager or City Manager's designee (Fire Marshal), may establish a reasonable fee amount based on the estimated or actual amount of time required to process the request

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
1	<b>Special Event Permits</b>	[4]											
	Special Events - No Concert		20.00	\$ 268.10	<del>\$ 5,362</del>	<del>\$ 3,503</del>	65%	<del>\$ 3,500</del>	65%	0	\$ -	\$ -	\$ -
	Category 1 Events	[1]											
	16+ weeks in advance		20.00	\$ 268.10	\$ 5,362	\$ 2,002	37%	\$ 2,000	37%	2	\$ 4,004	\$ 10,724	\$ 4,000
	12-15 weeks in advance		20.00	\$ 268.10	\$ 5,362	\$ 2,002	37%	\$ 2,500	47%		\$ -	\$ -	\$ -
	8-11 weeks in advance		20.00	\$ 268.10	\$ 5,362	\$ 2,002	37%	\$ 3,500	65%	17	\$ 34,034	\$ 91,156	\$ 59,500
	Category 2 Events	[2]	5.00	\$ 268.10	\$ 1,341	\$ 3,503	261%	\$ 1,300	97%		\$ -	\$ -	\$ -
	Category 3 Events	[3]	2.00	\$ 268.10	\$ 536	\$ 2,002	373%	\$ 525	98%		\$ -	\$ -	\$ -
	DSUSD Events		2.00	\$ 268.10	\$ 536	\$ 2,002	373%	\$ 525	98%		\$ -	\$ -	\$ -
	Special Event Review Request from Other City Department		1.00	\$ 268.10	\$ 268	\$ -	0%	\$ 268	100%	0	\$ -	\$ -	\$ -
2	<b>Garage Sale</b>		0.08	\$ 268.10	\$ 21	\$ 10	47%		0%				
	Plus: Signage costs				\$ 2								
	<b>Subtotal</b>				\$ 23	\$ 10		\$ 10	43%	2,220	\$ 22,200	\$ 51,915	\$ 22,200
3	<b>Circus, Carnival, Auctions, Outdoor or Tent Meetings</b>		20.00	\$ 268.10	<del>\$ 5,362</del>	<del>\$ 2,002</del>	37%	<del>\$ 2,000</del>	37%	0	\$ -	\$ -	\$ -
	City Staff / Department Assistance at Special Events												
	Determined per the adopted fully burdened hourly rate for each department / Division involved												
<b>TOTAL</b>											\$ 60,238	\$ 153,795	\$ 85,700

- [Notes]**
- [1] Category 1: Recreation, Competition/Contests, Spectator Sports, Athletic Events, Circuses, Fairs, and Carnivals, Food-related Events.
  - Category 2: Events not included in Category 1, which require a permit from Building and Safety and/or the Fire Department for the placement of a tent, canopy, or other temporary structure.
  - Category 3: Events not included in Category 1 or 2 which do not require a permit from Building and Safety and/or the Fire Department (e.g. marches, parades, demonstrations, fundraiser events or walks).
  - [4] Fee from other departments may be applied.

CITY OF INDIO  
 POLICE DEPARTMENT  
 Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.7

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
	<b>Fingerprinting</b>												
1	Fingerprinting												
	a) Support Services Personnel		0.25	\$ 145.93	\$ 36								
	b) Sworn Personnel		0.42	\$ 184.63	\$ 77								
	<b>Total</b>		<b>0.67</b>		<b>\$ 113</b>	<b>\$ 63</b>	56%	<b>\$ 113</b>	100%	<b>128</b>	<b>\$ 8,064</b>	<b>\$ 14,517</b>	<b>\$ 14,517</b>
	<b>Police Reports</b>												
2	Incident/Crime Report												
	a) Support Services Personnel	[2]	0.33	\$ 145.93	\$ 49	\$0.25 per page	%	\$0.10 per page	%	0	\$ -	\$ -	\$ -
3	Traffic Collision												
	a) Support Services Personnel	[2]	0.22	\$ 145.93	\$ 32	\$0.25 per page	%	\$ 32	100%	1,807	\$ -	\$ 58,015	\$ 58,015
4	Photos												
	a) Support Services Personnel		0.33	\$ 145.93	\$ 49	\$ 27	56%	\$ 27	56%	0	\$ -	\$ -	\$ -
	<b>Background Letter</b>												
5	Background Letter												
	a) Support Services Personnel		0.33	\$ 145.93	\$ 49	\$ 27	56%	\$ 27	56%	62	\$ 1,674	\$ 3,016	\$ 1,674
	<b>Vehicles</b>												
6	Abatement of Dismantled and Abandoned Vehicles												
	a) Support Services Personnel		0.00	\$ 145.93	\$ -								
	b) Code Enforcement Personnel		2.50	\$ 123.61	\$ 309								
	<b>Total</b>		<b>2.50</b>		<b>\$ 309</b>	<b>\$ 123</b>	<b>40%</b>	<b>\$ 309</b>	<b>100%</b>	<b>400</b>	<b>\$ 49,200</b>	<b>\$ 123,606</b>	<b>\$ 123,606</b>
7	Auto Repossession												
	a) Support Services Personnel	[3]	0.33	\$ 145.93	\$ 49	\$ 15	31%	\$ 15	31%	132	\$ 1,980	\$ 6,421	\$ 1,980
8	Vehicle Impound												
	a) Support Services Personnel		0.33	\$ 145.93	\$ 49								
	b) Sworn Personnel		0.50	\$ 184.63	\$ 92								
	c) Tow Fee (per MOU)		n/a	\$ -	\$ 265								
	<b>Total</b>		<b>0.83</b>		<b>\$ 406</b>	<b>\$ 265</b>	<b>65%</b>	<b>\$ 265</b>	<b>65%</b>	<b>635</b>	<b>\$ 168,275</b>	<b>\$ 257,786</b>	<b>\$ 168,275</b>
9	Golf Cart Transportation Program (per Cart)												
	a) Support Services Personnel		0.08	\$ 145.93	\$ 12	\$ 9	74%	\$ 12	100%	1	\$ 9	\$ 12	\$ 12
	<b>Permit to Carry a Concealed Weapon</b>												
10	Initial												
	a) Support Services Personnel		1.00	\$ 145.93	\$ 146								
	b) Sworn Personnel		8.00	\$ 184.63	\$ 1,477								
	<b>Total</b>		<b>9.00</b>		<b>\$ 1,623</b>	<b>\$ 100</b>	<b>6%</b>	<b>\$ 100</b>	<b>6%</b>	<b>10</b>	<b>\$ 1,000</b>	<b>\$ 16,230</b>	<b>\$ 1,000</b>

CITY OF INDIO  
 POLICE DEPARTMENT  
 Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.7

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			Annual Estimated Revenue Analysis				
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
11	Renewal												
	a) Support Services Personnel		0.50	\$ 145.93	\$ 73								
	b) Sworn Personnel		4.00	\$ 184.63	\$ 739								
	<b>Total</b>		<b>4.50</b>		<b>\$ 812</b>	<b>\$ 25</b>	<b>3%</b>	<b>\$ 25</b>	<b>3%</b>	<b>5</b>	<b>\$ 125</b>	<b>\$ 4,058</b>	<b>\$ 125</b>
12	Extra Card												
	a) Support Services Personnel		0.50	\$ 145.93	\$ 73	\$ 25	34%	\$ 25	34%	0	\$ -	\$ -	\$ -
13	Permit Changes												
	a) Support Services Personnel		0.33	\$ 145.93	\$ 49	\$ 10	21%	\$ 10	21%	0	\$ -	\$ -	\$ -
	<b>Response</b>												
14	Subpoena												
	a) Sworn Personnel	[3]				\$ 275		\$ 275		\$ -	\$ -	\$ -	
15	DUI Emergency Response												
	a) Sworn Personnel		4.00	\$ 184.63	\$ 739	\$ 556	75%	\$ 739	100%	39	\$ 21,684	\$ 28,803	\$ 28,803
	<b>Code Enforcement</b>												
16	Off-Site Sign Permit		1.00	\$ 123.61	\$ 124	\$ 60	49%	\$ 124	100%	50	\$ 3,000	\$ 6,180	\$ 6,180
17	Code Enforcement Inspection		2.00	\$ 123.61	\$ 247	\$ -	0%	\$ 247	100%	500	\$ -	\$ 123,606	\$ 123,606
18	Litigation Guarantee	[5]	1.00	\$ 123.61	\$ 124	\$ -	0%	\$ 124	100%	25	\$ -	\$ 3,090	\$ 3,090
19	Property Title Report	[6]	0.25	\$ 123.61	\$ 31	\$ -	0%	\$ 31	100%	120	\$ -	\$ 3,708	\$ 3,708
20	Public Nuisance Hearing	[4]	3.00	\$ 123.61	\$ 371	\$ -	0%	\$ 371	100%	100	\$ -	\$ 37,082	\$ 37,082
21	Administrative Citation and Cost Recovery	[7]						\$ 24		500	\$ -	\$ -	\$ 12,000
22	Abandoned / Vacant Property Registration	[8]				New \$150; Renewal \$100		New \$150; Renewal \$100					



CITY OF INDIO  
 POLICE DEPARTMENT  
 Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.7

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis				Annual Estimated Revenue Analysis			
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
	Overtime / Afterhours Services												
	Support Services		1.00	\$ 170.34	\$ 170	\$ -	0%	\$ 170	100%		\$ -	\$ -	\$ -
	Field Services		1.00	\$ 215.79	\$ 216	\$ -	0%	\$ 216	100%		\$ -	\$ -	\$ -
	Investigative Services		1.00	\$ 255.18	\$ 255	\$ -	0%	\$ 255	100%		\$ -	\$ -	\$ -
	Traffic		1.00	\$ 292.29	\$ 292	\$ -	0%	\$ 292	100%		\$ -	\$ -	\$ -
	Code Enforcement		1.00	\$ 142.93	\$ 143	\$ -	0%	\$ 143	100%		\$ -	\$ -	\$ -
	Other Non-General Fund Activities		1.00	\$ 203.54	\$ 204	\$ -	0%	\$ 204	100%		\$ -	\$ -	\$ -
<b>TOTAL</b>											<b>255,011</b>	<b>686,129</b>	<b>583,673</b>

[Notes]

- [1] This fee is a City administrative fee only. Actual costs of background check will be passed through to applicant in addition to this charge.
- [2] This fee is regulated by the State Public Records Act.
- [3] Regulated by City Statute.
- [4] This fee is a City administrative fee only. Hearing Officer charge will be passed through to the responsible party in addition to this charge.
- [5] This fee is a City administrative fee only. Actual costs of the title report will be passed through to the responsible party in addition to this charge.
- [6] This fee is a City administrative fee only. Actual costs of the property report will be passed through to the responsible party in addition to this charge.
- [7] Costs of administrative citation processing passed through to responsible party, per existing vendor agreement with City
- [8] Fees Set per Council Reso. 9284; NBS did not evaluate

# City of Indio

## User Fee Study

### *Final Report Presentation*

City of Indio - City Council  
November 15, 2017



City of Indio - User Fee Study

## Presentation Outline

- |   |                                    |
|---|------------------------------------|
| 1 | Project Purpose and Scope          |
| 2 | Methodology and Approach           |
| 3 | Summary of Findings                |
| 4 | Cost Recovery Policy and Procedure |



City of Indio - User Fee Study

2

## Project Purpose



*Defines full cost recovery potential of individually-based services*

## User Fees



## Project Scope

Departments  
Included:



## Key Issues Framing This Study

1	Compliance with State laws/statutes
2	Defensible methodology
3	Reasonable cost of providing services
4	Cost recovery policy and procedure

## User Fee Guidance

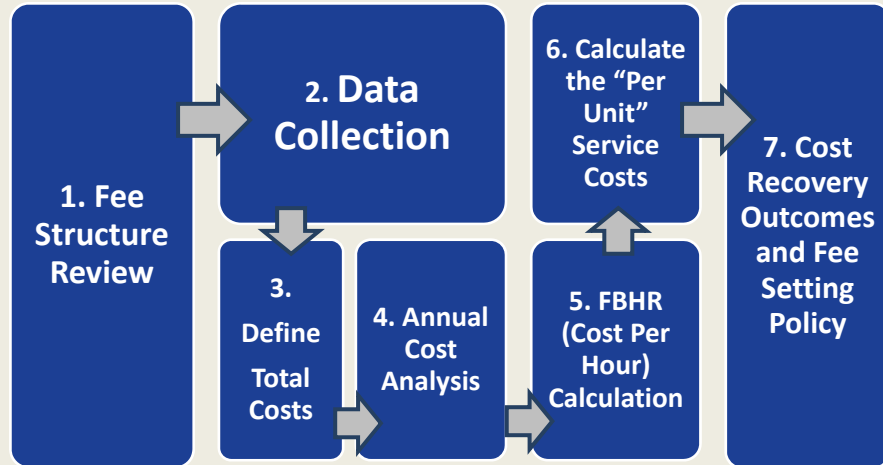
- **Proposition 26**
  - Article XIIC§1(e)(3) Inspections and Regulatory Permits are exempt ...however are still limited to the local government's reasonable costs.
- **CA Government Code §66014(a)**
  - "Those fees may not exceed the estimated reasonable cost of providing the service for which the fee is charged"
- **Proposition 218 Section 6.2(b)2**
  - "Revenues derived from the fee or charge shall not be used for any purpose other than that for which the fee or charge was imposed"
  - Must Pair Revenues to Costs - *What are the Costs?*



## Project Goals



## User Fee Study Project Approach



## Fee Study Methodology - Fee Schedule Review

### Select Fee Structure

Flat Fees

Variable Fees Based on Project Characteristics

Variable Fees Based on Actual Time Tracked (with Deposits Managed as Needed)

## Fee Study Methodology - Data Collection

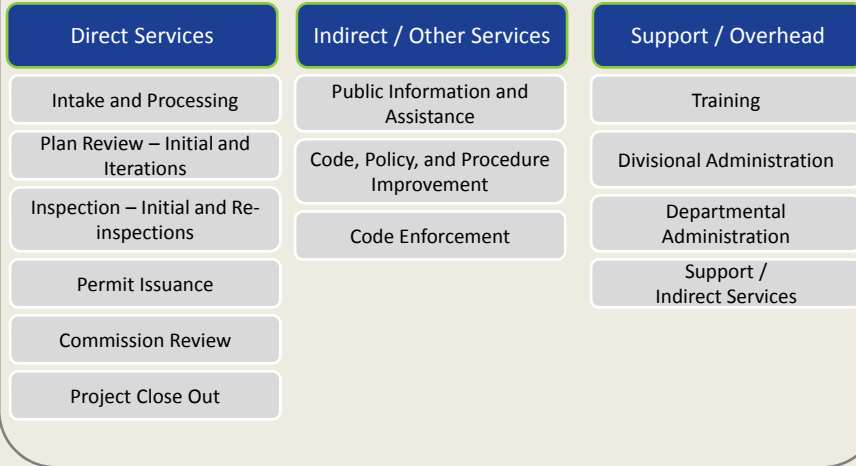
1	FY 17/18 Budget and staffing
2	Workload from last complete FY
3	Time estimates per fee item
4	Current / recommended fees

## Fee Study Methodology – Define “Total Cost”

Costs	Contents
Direct	Budget: Salaries and Benefits, Services and Supplies
Indirect	Department/Division: Management, Clerical, Training Citywide: HR, Finance, City Manager, etc.
Fee Specific	Pass-through Costs, Specific Materials, etc.

## Fee Study Methodology - Annual Cost Analysis

### Estimated and/or Tracked



## FBHR – Cost Per Hour Calculation



### Hourly Rate Outcomes

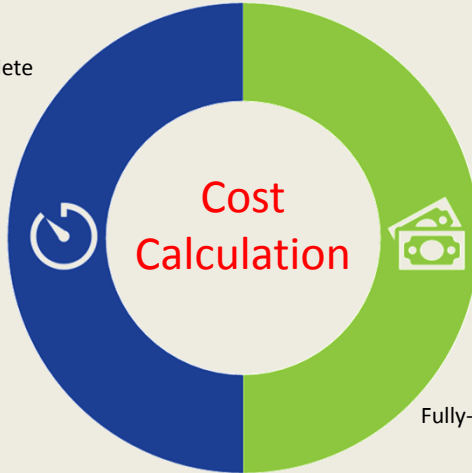
- ✓ “Billable” rate by employee class and/or unique division
- ✓ Composite rate by type of service





## Fee Study Methodology – Cost Per Unit

Time to Complete



Fully-Burdened Hourly Rate

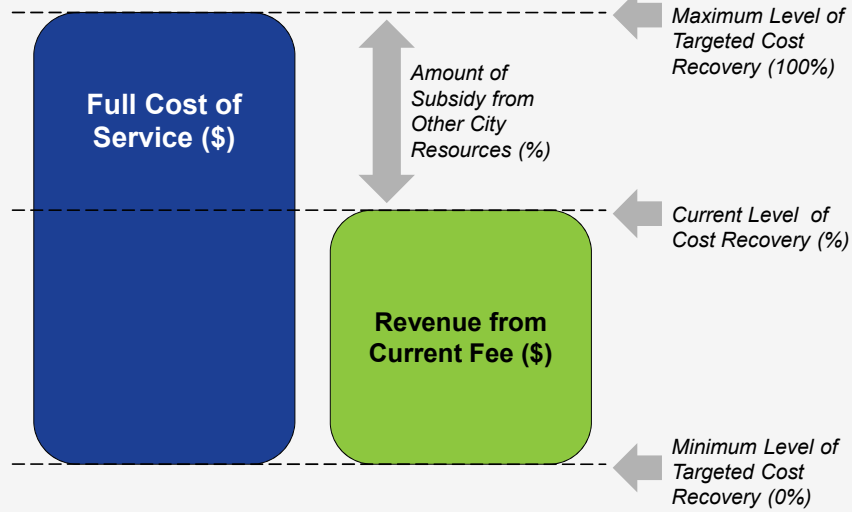


## Fee Study Methodology - Summary Results

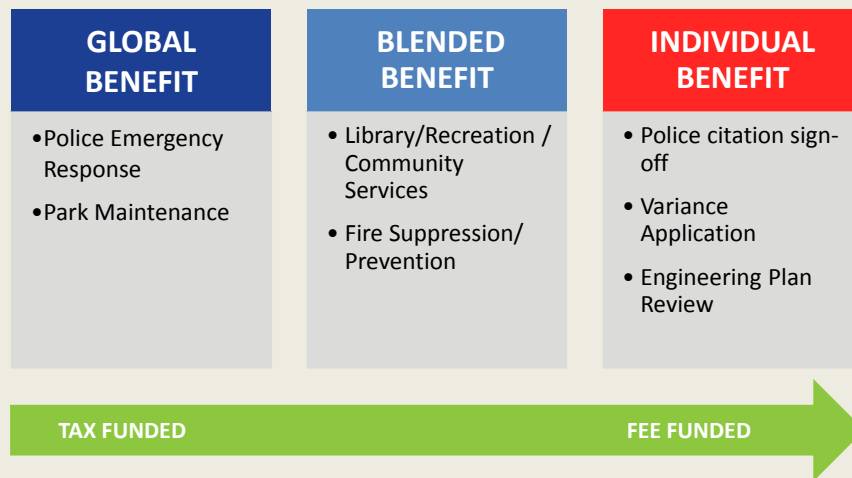
Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Finance	\$ 232,660	\$ 332,494	\$ (99,834)	70%
Planning	\$ 335,800	\$ 681,255	\$ (345,455)	49%
Public Works Engineering	\$ 1,215,674	\$ 1,511,971	\$ (296,297)	80%
Building	\$ 1,577,235	\$ 1,751,300	\$ (174,065)	90%
Fire	\$ 461,623	\$ 867,655	\$ (406,032)	53%
Special Events	\$ 60,238	\$ 147,773	\$ (87,535)	41%
Police	\$ 255,011	\$ 687,939	\$ (432,928)	37%
<b>Total</b>	<b>\$ 4,138,241</b>	<b>\$ 5,980,388</b>	<b>\$ (1,842,148)</b>	<b>69%</b>



## Fee Study Methodology - Cost vs. Price



## Cost Recovery Policy - Decision Matrix



## Benefits of Realigning User Fees

1	Reduce General Fund subsidy
2	Realize revenue for services reduced or eliminated
3	Fund departments efficiently
4	Set realistic expectations for cost recovery

## Fee Study Best Management Practices

1	Comprehensive fee study every 3 - 5 years
2	More frequent study during economic or operational fluctuations
3	Annual increase mechanism
4	Combined Municipal Fee Schedule
5	Established and documented Cost Recovery Policy

## Questions and Comments

**Nicole Kissam**

*Director*

*Financial Consulting Group*

800.676.7516



nkissam@nbsgov.com





**City of Indio**

**Citywide User Fee Study**

**Draft Report**

**October 24, 2017**

32605 Temecula Parkway, Suite 100  
Temecula, CA 92592  
Toll free: 800.434.8349 Fax: 951.296.1998

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**Appendices**

**Cost of Service Analysis (Fee Tables)**

Finance	Appendix A.1
Planning	Appendix A.2
Public Works Engineering	Appendix A.3
Building Safety Division	Appendix A.4
Fire Prevention	Appendix A.5
Community Services	Appendix A.6
Police	Appendix A.7

**Comparison Survey**

Finance	Appendix B.1
Planning	Appendix B.2
Public Works Engineering	Appendix B.3
Building Safety Division	Appendix B.4
Fire Prevention	Appendix B.5
Community Services	Appendix B.6
Police	Appendix B.7

## Executive Summary

---

NBS performed a User Fees and Charges Study (Study) for the City of Indio (City). The purpose of this report is to describe the Study's findings and recommendations, which intend to defensibly update and establish user and regulatory fees for service for the City of Indio, California.

California cities impose user fees and regulatory fees for services and activities they provide through provisions of the State Constitution. First, cities may perform broad activities related to their local policing power and other service authority as defined in Article XI, Sections 7 and 9. Second, cities may establish fees for service through the framework defined in Article XIIC, Section 1. Under this latter framework, a fee may not exceed the estimated reasonable cost of providing the service or performing the activity. For a fee to qualify as such, it must relate to a service or activity under the control of the individual/entity on which the fee is imposed. For example, the individual/entity requests service of the municipality or his or her actions specifically cause the municipality to perform additional activities. In this manner, the service or the underlying action causing the municipality to perform service is either discretionary and/or is subject to regulation. As a discretionary service or regulatory activity, the user fees and regulatory fees considered in this Study fall outside requirements for imposition of taxes, special taxes, or fees imposed as incidences of property ownership.

In November 2010, California voters adopted Proposition 26 (P26), which amended the California Constitution, prohibiting a local agency from adopting or increase a levy, fee, charge of any kind without voter approval unless a specific exemption contained in P26 applies. If a levy, fee or charge satisfies a specific exemption, it may be adopted by a simple majority of the local agency's legislative body. Most user/regulatory fees fall under one or more of P26's seven stated exceptions or its two implied exceptions for fees paid voluntarily and not because they are "imposed", and for fees which do not fund government. These fees are therefore *not subject to P26's definition of a tax*. The seven exceptions are as follows:

1. **Special Benefit or Privilege:** A charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege.
2. **Government Service or Product:** A charge imposed for specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.
3. **Licenses and Permits:** A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and



audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof.

4. **Local Government Property:** A charge imposed for entrance to or use of local government property, or the purchase, rental or lease of a local government property.
5. **Fines and Penalties:** A fine, penalty, or other monetary charge imposed by the judicial branch of government or a local government, as a result of a violation of law.
6. **Property Development:** A charge imposed as a condition of property development.
7. **The Prop 218 Exception:** Provides that property assessment and property-related fees that are already subject to the approval requirements of Proposition 218 are not taxes. Common examples include water and sewer rates and special district assessments such as Landscape and Lighting District Act assessments.

A local legislative body may approve the fees based on a majority vote of its governing body alone, so long as the fee does not exceed the *estimated reasonable cost of providing the service for which the fee is charged and bears a fair or reasonable relationship to a payor's burdens on or benefits from the regulatory program.*

The City's chief purposes in conducting this Study were to ensure that existing fees do not exceed the costs of service and to provide an opportunity for the City Council to re-align fee amounts with the adopted cost recovery policies.

## Outcomes

This Study examined user and regulatory fees managed by the following City departments and programs: Finance, Planning, Public Works, Building and Safety, Fire Prevention, Community Services, and Police. The Study identified approximately \$4.1 million currently collected per year from fees for service, versus \$5.9 million in costs of providing services. The table on the following page provides a summary of results for each City service area studied:

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Finance	\$ 232,660	\$ 332,494	\$ (99,834)	70%
Planning	\$ 335,800	\$ 681,255	\$ (345,455)	49%
Public Works Engineering	\$ 1,215,674	\$ 1,511,971	\$ (296,297)	80%
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<b>Total</b>	<b>\$ 4,138,241</b>	<b>\$ 5,980,388</b>	<b>\$ (1,842,148)</b>	<b>69%</b>

As shown, the City is recovering approximately 69% of costs associated with providing user and regulatory fee related services. Should the Council elect to adopt fee levels at 100% of the full cost recovery fee amounts determined by this Study, an additional \$1.8 million in costs could be recovered.

However, as discussed in Section 1 of this report, there are reasons for adopting a fee at less than the calculated full cost recovery amount. As such, City staff provided initial recommended fee amounts for consideration within their Staff Report.

## Report Format

This report documents the analytical methods and data sources used throughout the Study, and presents findings regarding current levels of cost recovery achieved from user and regulatory fees.

- Section 1 of the report outlines the foundation of the Study and general approach.
- Sections 2 through 8 discuss the results of the cost of service analysis performed, segmented by category of fee and/or department. The analysis applied to each category/department falls into studies of: the fully burdened costs of providing services, establishment of fee categories and amounts, evaluation of current cost recovery levels, and the recommended fees for providing services.
- Section 9 provides the grand scope conclusions of the analysis provided in the preceding sections.

Appendices to this report include additional analytical details for each department or division studied, and a comparison of fees imposed by neighboring agencies for similar services.

## Section 1 – Introduction and Fundamentals

---

The following is a summarized list of fees for each City department or program studied:

- Finance fees, including: Business Licenses, and Alarm Permits
- Planning fees, including: Zoning, permitted uses, and other processing requests
- Public Works - Engineering related fees, including:
  - Final map review and approval
  - Civil plan check and inspection for improvements within the right-of-way
  - Encroachment permits
  - Street light and traffic signal repair and replacement
- Building Division fees, including: Services for plan check and permitting of construction
- Fire fees for prevention related fire permits and fire code new development review and inspections, etc.
- Community Services fees for special events
- Police Department fees for processing of various records requests, vehicle impounds, etc.

The fees examined in this Study specifically excluded utility rates, development impact fees, and special assessments, all of which fall under distinct analytical and procedural requirements different from the body of user/regulatory fees analyzed in this effort. Additionally, this Study and the resultant master fee schedule excluded facility and equipment rental rates, as well as most of the fines and penalties that may be imposed by the City for violations to its requirements or code. (The City is not limited to the costs of service when charging for entrance to or use of government property, or when imposing fines and penalties.)

### Methods of Analysis

There are three phases of analysis completed for each City department or program studied:

1. Cost of service analysis
2. Fee establishment
3. Cost recovery evaluation

## Cost of Service Analysis

A cost of service analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. There are two primary types of costs considered: direct and indirect costs. Direct costs are those that specifically relate to the activity in question, including the real-time provision of the service. Indirect costs are those that support provision of services in general, but cannot be directly assigned to the fee for service in question.

Components of the full cost of service include direct labor costs, indirect labor costs, specific direct non-labor costs, allocated non-labor costs, and allocated City-wide overhead. Definitions of these cost components are as follows:

- **Labor costs** – Salary, wages and benefits expenses for City personnel involved in the provision of services and activities to the public.
- **Indirect labor costs** – Personnel expenses supporting the provision of services and activities. This can include supervision and departmental management, administrative support within a department, and staff involved in technical activities related to the direct services provided to the public.
- **Specific direct non-labor costs** – Discrete expenses incurred by the City due to a specific service or activity performed, such as contractor costs, third-party charges, and very specific materials used in the service or activity. (In most fee types, this component is not used, as it is very difficult to directly assign most non-labor costs at the activity level.)
- **Allocated indirect non-labor costs** – Expenses other than labor for the departments involved in the provision of services. In most cases, these costs are allocated across all services provided by a department, rather than directly assigned to fee categories.
- **Allocated indirect organization-wide overhead** – These are expenses, both labor and non-labor, related to agency-wide support services. Support services include general administrative services such as City Council, City Manager, City Clerk, City Attorney, Human Resources, Administrative Services, Building Maintenance, etc. An agency's support services departments assist the direct providers of public service. The amount of costs attributable to each department or program were sourced from the City's Overhead Cost Allocation Plan.<sup>1</sup>

All cost components in this Study use annual (or annualized) figures, representing a twelve-month cycle of expenses incurred by the City in the provision of all services and activities.

Nearly all of the fees under review in this Study require specific actions on the part of City staff to provide the service or conduct the activity. Because labor is the primary underlying factor in these activities, the Study expresses the full cost of service as a fully burdened cost per labor hour. NBS calculates a composite, fully burdened, hourly rate for each department, division, program, or activity,

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<sup>1</sup> *Cost Allocation Plan for Use in Fiscal Year 2017-18, June 27, 2017. Prepared by NBS for the City of Indio.*

as applicable to the specific organization and needs of each area studied. The rate serves as the basis for further quantifying the average full cost of providing individual services and activities.

Deriving the fully burdened labor rate for each department, and various functional divisions within a department, requires two figures: the full costs of service and the number of hours available to perform those services. The full costs of service are quantified through the earlier steps described in this analysis. NBS derives the hours available from a complete listing of all personnel employed by the City.

A full-time employee equates to 2,080 hours per year of regular time. Using this as an initial benchmark of labor time, the Study removes the average employee's eligible annual leave from the total number of regular paid hours to generate the total number of available labor hours for each City department or program. These available hours represent the amount of productive time available for providing both fee-recoverable and non-fee recoverable services and activities. The productive labor hours divided into the annual full costs of service equals the composite fully burdened labor rate. Some agencies also use the resulting rates for other purposes than setting fees, such as when the need arises to calculate the full cost of general services, or structure a cost recovery agreement with another agency or third party.

Fully burdened labor rates applied at the individual fee level estimate an average full cost of providing each service or activity. This step required the development of staff time estimates for the services and activities listed in the City's fee schedule. In some fee programs, the City's time tracking records were useful in identifying time spent providing general categories of service (e.g. plan review, inspection, public assistance, etc.). However, the City does not systematically track activity service time for all departments or all fee services provided. Consequently, interviews and questionnaires were used to develop the necessary data sets describing estimated labor time. In most cases, City staff estimated the average amount of time (in minutes and hours) it would take to complete a typical occurrence of each service or activity considered. Every attempt was made to ensure that each department having a direct role in the provision of each service or activity provided a time estimate.

It should be noted that the development of these time estimates was not a one-step process: estimates received were carefully reviewed by both consultant and departmental management to assess the reasonableness of such estimates. Based on this review, the City reconsidered its time estimates until both parties were comfortable that the fee models reasonably reflected the average service level provided by the City. Then, staff's time estimates were applied to the appropriate fully burdened labor rate to yield an average full cost of the service or activity.

The average full cost of service is just that: an average cost at the individual fee level. The City does not currently have the systems in place to impose fees for every service or activity based on the actual amount of time it takes to serve each individual. Moreover, such an approach is almost universally infeasible without significant – if not unreasonable – investments in costly technology. Much of the City's fee schedule is composed of flat fees, which by definition, are linked to an average cost of

service; thus, use of this average cost method is the predominant approach in proceeding toward a schedule of revised fees. Flat fee structures based on average costs of service are widely applied among other California municipalities, and it is a generally accepted approach. (Refer to the subsection below regarding “Fee Establishment” for further discussion.)

Subsequent chapters and the appendices of this report discuss the completed cost of service analysis developed for each department or division.

## Fee Establishment

Because most of the City’s fees are flat fees, they correspond directly to the average full cost of service result. For the few services where estimating an average was impossible – due to the highly variable nature of the service – use of fully burdened hourly rates coupled with time tracking is the preferred fee structure. (In other words, the City would collect a deposit upfront and impose a fee per hour of staff time, requiring some degree of time estimation or outright time-tracking at the case level.)

Establishing fees also includes a range of considerations, as described below:

- **Addition to and deletion of fees** – The Study’s process provided each department the opportunity to propose additions and deletions to their fee schedules, as well as to rename, reorganize, and clarify fees imposed. Many such revisions better conform fees to current practices, as well as improve the calculation of fees owed by an individual, the application of said fees, and the collection of revenues. In other words, as staff is more knowledgeable and comfortable working with the fee schedule, the accuracy achieved in both imposing fees on users and collecting revenues for the City is greater. Beyond this, some additions to the fee schedule were simply identification of existing services or activities performed by City staff for which no fee is currently charged.
- **Revision to the structure of fees** – In most cases, the current structure of fees did not change; the focus is to recalibrate the fee amount to match the costs of service. In several cases, however, fee categories and fee names were simplified or re-structured to increase the likelihood of full cost recovery, or to enhance the fairness of how the fee applies to various types of fee payers.
- **Documentation of tools to calculate special cost recovery** – The City’s fee schedule should include the list of fully burdened rates developed by the Study. Documenting these rates in the fee schedule provides an opportunity for the City Council to approve rates for cost recovery under a “time and materials” approach. It also provides clear publication of those rates, so fee payers of any uniquely determined fee can reference the amounts. The fee schedule should provide language that supports special forms of cost recovery for activities

and services not contemplated by the adopted master fee schedule. These rare instances use the published rates to estimate a flat fee, or bill on an hourly basis, at the discretion of the director of each department.

## Cost Recovery Evaluation

The NBS fee model compares the existing fee for each service or activity to the average full cost of service quantified through this analysis. A cost recovery rate of 0% identifies no current recovery of costs from fee revenues (or insufficient information available for evaluation). A rate of 100% means that the fee currently recovers the full cost of service. A rate between 0% and 100% indicates partial recovery of the full cost of service through fees. A rate greater than 100% means that the fee exceeded the full cost of service.

User fees and regulatory fees examined in this Study should not exceed the full cost of service. In other words, the cost recovery rate achieved by a fee should not be greater than 100%. In most cases, imposing a fee above this threshold would require the consensus of the voters.

NBS may also assist with modeling the “recommended” or “targeted” level of cost recovery for each fee, which is always established at 100%, of the calculated full cost of service, or less. Targets and recommendations always reflect agency-specific judgments linked to a variety of factors, such as existing City policies, agency-wide or departmental revenue objectives, economic goals, community values, market conditions, level of demand, and others.

A general means of selecting an appropriate cost recovery target is to consider the public and private benefits of the service or activity in question.

- To what degree does the public at large benefit from the service?
- To what degree does the individual or entity requesting, requiring, or causing the service benefit?

When a service or activity completely benefits the public at large, there is generally little to no recommended fee amount (i.e., 0% cost recovery), reflecting that a truly public-benefit service is best funded by the general resources of the City, such as General Fund revenues (e.g., taxes). Conversely, when a service or activity completely benefits an individual or entity, there is generally closer to or equal to 100% of cost recovery from fees, collected from the individual or entity. An example of a completely private benefit service may be a request for exemption from a City regulation or process.

In some cases, a strict public-versus-private benefit judgment may not be sufficient to finalize a cost recovery target. Any of the following other factors and considerations may influence or supplement the public/private benefit perception of a service or activity:



- If optimizing revenue potential is an overriding goal, is it feasible to recover the full cost of service?
- Will increasing fees result in non-compliance or public safety problems?
- Are there desired behaviors or modifications to behaviors of the service population helped or hindered through the degree of pricing for the activities?
- Does current demand for services support a fee increase without adverse impact to the citizenry served or current revenue levels? (In other words, would fee increases have the unintended consequence of driving away the population served?)
- Is there a good policy basis for differentiating between type of users (e.g., residents and non-residents, residential and commercial, non-profit entities and business entities)?
- Are there broader City objectives that inform a less than full cost recovery target from fees, such as economic development goals and local social values?

Because this element of the Study is subjective, NBS provides the full cost of service calculation information and the framework for considering fees, while those closest to the fee-paying population – the City departments and programs – have considered appropriate cost recovery levels at or below that full cost for the Council’s review.

## Comparative Fee Survey

Often policy makers request a comparison of their jurisdiction’s fees to surrounding or similar communities. The purpose of a comparison is to provide a sense of the local market pricing for services, and to use that information to gauge the impact of recommendations for fee adjustments. Appendix B presents the results of a limited Comparative Fee Survey performed by NBS for the City of Indio. The survey includes the most frequently processed fee items within the City’s Master Fee Schedule, across five local agencies: Cities of Desert Hot Springs, Palm Springs, Cathedral, Coachella, and La Quinta.

NBS notes the following about the approach to, and use of, comparative survey data:

- Comparative surveys do not provide information about the cost recovery policies or procedures inherent in each comparison agency.
- A “market based” decision to price services above or below the full cost of service calculation, is the same as making a decision to over-charge, and/or subsidize that service.
- Comparative agencies may or may not base their fee amounts on the estimated and reasonable cost of providing services. NBS did not perform the same level of analysis provided for this Study on the comparative agencies’ fees. Furthermore, the cost of providing a particular service in a comparative agency may be different than the cost of providing the same service in the City of Indio.

- Comparative fee survey efforts are often non-conclusive for many fee categories. Comparison agencies typically use varied terminology for provision of similar services.

In general, NBS reasonably attempts to source each comparison agency's fee schedule from the Internet, and compile a comparison of fee categories and amounts for the most readily comparable fee items that match the client's existing fee structure.

## Data Sources

The following City-published data sources were used to support the cost of service analysis and fee establishment phases of this Study:

- The City of Indio's adopted Budget for Fiscal Year 2017-18
- A complete listing of all City personnel, salary/wage rates, regular hours, paid benefits, and paid leave amounts
- Various correspondences with the City staff supporting the adopted budget's detail and current fees
- Prevailing fee schedules provided by each involved department
- Annual workload data provided by each involved department
- Overhead Cost Allocation Plan provided by the City's Finance Department<sup>2</sup>

The City's budget is the most significant source of information affecting cost of service results. NBS did not audit or validate the City's financial management and budget practices, nor was cost information adjusted to reflect different levels of service or any specific, targeted performance benchmarks. This Study has accepted the City's budget as a legislatively adopted directive describing the most appropriate and reasonable level of City spending. Consultants accept the City Council's deliberative process and ultimate acceptance of the budget plan and further assert that through that legislative process, the City has yielded a reasonable expenditure plan, valid for use in setting cost-based fees.

Original data sets also support the work of this Study: primarily, estimated staff time at various levels of detail. To develop these data sets, consultants prepared questionnaires and conducted interviews with individual departments. In the fee establishment phase of the analysis, departmental staff provided estimates of average time spent providing a service or activity corresponding with an existing or new fee. Consultants and departmental management reviewed and questioned responses to ensure the best possible set of estimates.

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<sup>2</sup> *Cost Allocation Plan for Use in Fiscal Year 2017-18*, June 27, 2017. Prepared by NBS for the City of Indio.

## Section 2 – Finance

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The Finance Department manages the financial affairs of the City including the Redevelopment Agency and the Indio Water Authority. Responsibilities include providing financial information to the City Manager and City Council regarding the fiscal affairs of the City, preparing the annual budget, monitoring expenditures for compliance with the budget, preparing financial reports, administering the payroll, accounts payable and accounts receivable programs, cashiering, business license administration, purchasing and Management Information Systems.

### Cost of Service Analysis

The Finance Department provides a minor amount of direct fee for service activities. For purposes of establishing the full cost of providing fee for service activities, NBS developed one composite fully-burdened blended hourly rate for the Finance Department.

Cost Element	Direct Services
Labor	\$ 716,156
Recurring Non-Labor	228,865
Citywide Overhead	271,439
Division Administration	612,082
<b>Department Total</b>	<b>\$ 1,828,543</b>
<b>Fully Burdened Hourly Rate</b>	<b>\$ 170</b>
<i>Reference: Direct Hours Only</i>	<b>10,767</b>

Section 1, Cost of Service Analysis, of this report describes the types of expenditures and allocated costs considered in the development of these rates. All subsequent fee calculations will incorporate the fully burdened hourly rate of **\$170** for Finance Services.

### Fee Establishment

The list of fees shown in Appendix A.1 to this report did not incur many significant changes, deletions, or additions from the City's prior fee schedule. The most significant change was removal of Short Term Rental Application processing fees, per the City's recent change in approach to this program. These services are now combined with the business licensing process.

## Cost Recovery Evaluation

Appendix A.1 presents the results of the detailed cost recovery analysis for the Finance Department’s fee services. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Description” list.

The Finance Department’s fees currently recover approximately 70% of the cost of providing services. As shown in the following table, the City collects approximately \$233,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would generate approximately \$332,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Finance	\$ 232,660	\$ 332,494	\$ (99,834)	70%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 3 – Planning

The Planning Division prepares a variety of short, mid, and long-range plans. These plans direct and guide residential, commercial, and industrial development by encouraging land uses that are compatible, sustainable, and most beneficial to the community. The Planning Division’s duties include Administration of the General Plan, Processing Entitlement Applications, Verifying Zoning, Issuance of Temporary/Special Land Use Permits, Issuance of Sign/Banner Permits, and Conducting Environmental Assessment/Compliance pursuant to CEQA.

### Cost of Service Analysis

The following categorizes the Planning Division’s costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Cost Element	Advance Planning Duties	Public Art Program	Public Counter Duty / General Information	Direct Services and Activities	Total
Labor	\$ 45,797	\$ 52,784	\$ 102,824	\$ 223,132	\$ 424,537
Recurring Non-Labor	23,983	27,642	53,848	141,852	247,325
Department and Citywide Overhead	22,003	25,360	49,402	107,205	203,970
Allocated Common Activities	24,447	28,177	54,888	125,769	233,280
<b>Department Total</b>	<b>\$ 116,231</b>	<b>\$133,964</b>	<b>\$ 260,962</b>	<b>\$ 597,957</b>	<b>\$1,109,113</b>
Cost Recovery Targeted from Fees	0%	0%	33%	100%	62%
Amount Targeted for Consideration in Billings/Fees	-	-	86,118	597,957	684,074
Amount Requiring Another Funding Source	116,231	133,964	174,845	-	425,039
<b>Fully Burdened Hourly Rate</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27</b>	<b>\$ 190</b>	<b>\$ 217</b>
	<i>Reference: Direct Hours Only</i>				<b>3,149</b>

All subsequent cost of service calculations at the individual fee level assume a fully burdened hourly rate of **\$217**, with a maximum cost recovery amount of approximately \$684,000 in costs from fees for service.

The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- **Advance Planning Duties** – Planning staff support the ongoing maintenance and cyclical update of the City’s General Plan (GP) and local zoning ordinances. These costs do not apply directly toward recovery from planning and zoning review fees, however, they could be

considered for funding through a General Plan Maintenance and Update Surcharge. The City chose not to pursue this option at this time based on past policy.

- **Public Art Program** – Tasks and activities associated with administering the City’s Public Art Program. These costs are not recoverable in planning application fees for service, and require an alternate funding source.
- **Public Counter / General Information Services** – City staff respond to phone calls, walk-in customers, and informational requests that support both active permits and the overall development review process in general. Some portion of costs for provision of general public information and assistance reasonably apply toward recovery from fees. Planning staff estimated that approximately 33% of these costs support land use application review activities, while the remaining costs should be not be considered in the calculation of fees for services. The remaining 66% of the costs of providing public information services requires funding from sources other than fees.
- **Direct Services and Activities** – Development review and approval comprises the majority of this Division’s work efforts. 100% of these costs apply toward recovery from the Division’s routine types of fees for service.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

## Fee Establishment

Several notable changes occurred to the list of fees presented in Appendix A.2 to this report. Fees for permitting of public sales of goods such as Sidewalk Sales, Outdoor Sales, Rummage Sales, etc. previously processed by the Community Services Department are now under Planning’s direction. New fee items were added for sign permits to delineate between single sign and multiple sign projects, and a new fee was added for processing of an Administrative Time Extension. Two fee items were deleted for services no longer provided by the Planning Division: Assessment District Review, and Community Services Fees.

## Cost Recovery Evaluation

Appendix A.2 presents the results of the detailed cost recovery analysis for the Planning Division’s fees for service. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Description” list.

The Planning Division’s fees currently recover approximately 49% of the cost of providing services. As shown in the following table, the City collects approximately \$336,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would generate approximately \$681,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Planning	\$ 335,800	\$ 681,255	\$ (345,455)	49%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 4 – Public Works Engineering Fees

The Engineering Services Division provides a variety of services including review and approval of development site improvement plans and inspection of developer installed facilities. Staff also manages the design and construction contracts for capital improvement projects such as roads, street maintenance and rehabilitation, bridges, traffic signals and drainage.

### Cost of Service Analysis

The following categorizes the Engineering Services Division’s costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Cost Element	General Public Information	CIP/Other	Direct Permit Processing / Project Review	Total
Labor	\$ 82,368	\$ 74,892	\$ 498,179	\$ 655,439
Recurring Non-Labor	28,694	26,090	173,548	228,332
Department and Citywide Overhead	36,359	33,059	219,911	289,329
Allocated Common Activities	76,057	69,154	460,012	605,223
<b>Department Total</b>	<b>\$ 223,478</b>	<b>\$203,195</b>	<b>\$ 1,351,650</b>	<b>\$1,778,324</b>
Cost Recovery Targeted from Fees	85%	0%	100%	87%
Amount Targeted for Consideration in Billings/Fees	189,956	-	1,351,650	1,541,607
Amount Requiring Another Funding Source	33,522	203,195	-	236,717
<b>Fully Burdened Hourly Rate</b>	<b>\$ 29</b>	<b>\$ -</b>	<b>\$ 207</b>	<b>\$ 236</b>
	<i>Reference: Direct Hours Only</i>			<b>6,545</b>

All subsequent cost of service calculations at the individual fee level assume a fully burdened hourly rate of **\$236**, with a maximum cost recovery amount of approximately \$1,542,000 in costs from fees for service.

The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- **General Public Information** – City staff respond to phone calls, walk-in customers, and informational requests that support both active permits and the overall development review process in general. Some portion of costs for provision of general public information and assistance reasonably apply toward recovery from fees. Engineering staff estimated that approximately 85% of these costs support land use application review activities, while the



remaining costs should not be considered in the calculation of fees for services. The remaining 15% of the costs of providing public information services requires funding from sources other than fees.

- **CIP/Other** - Capital Improvement Program support is provided to meet the infrastructure development and maintenance needs of the City. These costs are not included in recovery from fees.
- **Direct Permit Processing / Project Review** – Development review and approval comprises the majority of this Division’s work efforts. 100% of these costs apply toward recovery from the Division’s routine types of fees for service.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

### Fee Establishment

The list of fees shown in Appendix A.3 to this report reflects the most significant changes from the City’s prior fee schedule than any other department studied. Notably, restructuring, renaming, and renumbering most of the Division’s fees. The revised fee schedule better separates costs associated with City staff’s efforts to process plan submittals and project review requests from contracted services providers that perform technical review. Additionally, several fee categories were renamed to better align with the type of service provided.

### Cost Recovery Evaluation

Appendix A.3 presents the results of the detailed cost recovery analysis for the Public Works Department’s fees. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Description” list.

The City’s Engineering Services Division fees currently recover approximately 80% of the cost of providing services. As shown in the table below, the City collects approximately \$1,215,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would generate approximately \$1,512,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Public Works Engineering	\$ 1,215,674	\$ 1,511,971	\$ (296,297)	80%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 5 – Building & Safety Division Fees

The Building and Safety Division is responsible for reviewing building plans, issuing building permits, and performing building inspections. The Building and Safety Division’s duties include Reviewing Applications for and issue Building Permits, Building inspections, Code Enforcement support, Business License support, Addressing assignments.

### Cost of Service Analysis

The following categorizes the Building Division’s costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Cost Element	Public Counter Duty	Building Related Code Enforcement	Direct Activities and Services	Total
Labor	\$ 68,380	\$ 58,608	\$ 759,349	\$ 886,337
Recurring Non-Labor	22,064	18,911	325,019	365,994
Department and Citywide Overhead	6,285	5,387	69,791	81,462
Allocated Common Activities	28,785	24,672	343,462	396,919
<b>Department Total</b>	<b>\$ 125,514</b>	<b>\$ 107,577</b>	<b>\$ 1,497,620</b>	<b>\$ 1,730,711</b>
Cost Recovery Targeted from Fees	80%	0%	100%	92%
Amount Targeted for Consideration in Billings/Fees	100,411	-	1,497,620	1,598,031
Amount Requiring Another Funding Source	25,103	107,577	-	132,680
<b>Fully Burdened Hourly Rate</b>	<b>\$ 8</b>	<b>\$ -</b>	<b>\$ 122</b>	<b>\$ 130</b>
	<i>Reference: Direct Hours Only</i>			<b>12,316</b>

All subsequent cost of service calculations at the individual fee level assume a fully burdened hourly rate of **\$130**. The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- Public Counter Duty** –Staff time devoted to responding to phone calls and public inquiries not specifically associated with an active permit. Typically, some portion of costs for provision of general public information and assistance are not linked for recovery from fees for planning applications. Building staff estimates approximately 80% is associated with building plan review submittal and project inspection activities, while another 20% of the remaining costs should be considered Non-fee recoverable.

- **Building Code Enforcement** – Work activities in response to a complaint received by the Building Division related to violation of a prior condition of approval, City Ordinance or State law. Includes complaint investigation, follow up, and any associated abatement or enforcement actions. None of these costs have are recommended for recovery in the City’s user and regulatory fees for service.
- **Direct Services** - Work activities associated with an active building permit applications. 100% of these costs are recoverable in Building user and regulatory fees for service.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

### Fee Establishment

The list of fees shown in Appendix A.4 to this report did not incur many significant changes, deletions, or additions from the City’s prior fee schedule. The primary focus of the Building Division’s fee analysis was to ensure costs of providing services are distributed equitably between the varying types of project sizes and scopes typically seen in city building departments.

### Cost Recovery Evaluation

Appendix A.4 presents the results of the detailed cost recovery analysis for the City’s Building fees. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Name” list.

The City’s Building fees currently recover approximately 90% of the Building Division’s cost of providing services. As shown in the following table, the City collects approximately \$1,577,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would also generate approximately \$1,751,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Building	\$ 1,577,235	\$ 1,751,300	\$ (174,065)	90%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 6 – Fire Prevention Fees

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The City of Indio Fire Services Prevention Office performs the following functions and services:

- Adopts and enforces codes and ordinances relative to fire and life safety issues associated with commercial, industrial, and residential development.
- Coordinates the inspection of commercial buildings, and enforces hazardous materials regulations.
- Works with developers and City planning departments on development projects impacting fire protection services, from conception through planning process approval.
- Conducts new construction inspections, fire safety inspections, and State Fire Marshal-required inspections (including high rise, jail, board and care, and day care inspections), and enforces applicable fire codes and ordinances.
- Interacts with developers, architects, and engineers to meet the fire protection requirements for buildings and developments by reviewing all architectural blue prints, development plans, and proposals submitted in the City of Indio.
- Administers public education programs and services to children, adults, seniors, and various groups in the community.
- Coordinates the Business Inspection program, so all the businesses within the City of Indio are routinely evaluated for Fire and Life Safety hazards.

City Fire Prevention Services are provided via a contract with County of Riverside and Cal Fire (State). The focus of this analysis sought to define the contracted costs, as well as other City costs associated with these services, and incorporate both into an updated fee structure for the City of Indio.

### Cost of Service Analysis

The following table categorizes the Fire Department’s costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Cost Element	Public Education / Coordination	Direct Services and Activities	Total
Labor	\$ 24,269	\$ 559,588	\$ 583,858
Recurring Non-Labor	2,920	67,332	70,252
Department and Citywide Overhead	4,774	110,072	114,846
Allocated Common Activities	13,293	306,491	319,784
<b>Department Total</b>	<b>\$ 45,256</b>	<b>\$1,043,484</b>	<b>\$ 1,088,740</b>
Cost Recovery Targeted from Fees	0%	100%	96%
Amount Targeted for Consideration in Billings/Fees	-	1,043,484	1,043,484
Amount Requiring Another Funding Source	45,256	-	45,256
<b>Fully Burdened Hourly Rate</b>	<b>\$ -</b>	<b>\$ 147</b>	<b>\$ 147</b>
	<i>Reference: Direct Hours Only</i>		<b>7,080</b>

All subsequent cost of service calculations for Fire Prevention fee activities at the individual fee level assume a fully burdened hourly rate of **\$147**.

The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- **Public Education/ Coordination** – Prevention staff facilitate a number of public education programs every year, and staff regional and statewide fire prevention committees, task forces and policy panels. These costs are not recoverable in Fire Prevention user and regulatory fees for service, and require an alternate funding source.
- **Direct Services and Activities** – Work activities associated with active permits, plan reviews, or inspection activities. 100% of these costs are recoverable in Fire Prevention user and regulatory fees for service.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

## Fee Establishment

The list of fees shown in Appendix A.5 to this report did incur a few deletions and additions from the City’s prior fee schedule. Notably, many fee categories were renamed to better align with the current Fire Code. New fees added include:

- Alternate Material Method Requests
- Install or Modification of Fire Pumps and Related Equipment
- Plan Review and/or Inspection of Gates and Barricades Across Fire Apparatus Access Roads
- Plan Review and/or Inspection of (new) Single or Duplex Family Dwellings
- California Fire Code Permit fees for Carbon Dioxide Systems/Beverage Dispensing
- Radio Building Amplification System review
- Reinspection fees for 3<sup>rd</sup> and subsequent re-inspections

Deleted fees include Aircraft Refueling permits (now combined with Aviation Facilities permits), and renewal permits for Battery Systems.

### Cost Recovery Evaluation

Appendix A.5 presents the results of the detailed cost recovery analysis for the City’s Fire Prevention fees. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Name” list.

The City’s Fire Prevention fees currently recover approximately 53% of the Fire Department’s cost of providing services. As shown in the table below, the City collects approximately \$462,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would also generate approximately \$868,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Fire	\$ 461,623	\$ 867,655	\$ (406,032)	53%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 7 – Community Services Fees

The Community Services Department serves as the City's liaison with the Community Services Commission, citizen committees, community groups and residents. It develops, implements and manages a variety of creative programs for youth, senior citizens, special events and the golf course. Coordinates City activities with the Desert Recreation District, school districts, Boys and Girls Club and other non-profit organizations.

### Cost of Service Analysis

The following table categorizes the Community Service Department's costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Cost Element	Permitted Events	Non Permitted Events	Concerts	Other City Programs
Labor	\$ 40,445	\$ 16,354	\$ 28,909	\$ 20,014
Recurring Non-Labor	28,478	27,209	18,046	228,494
Citywide Overhead	24,208	9,789	17,303	11,979
Division Administration	4,233	2,425	2,921	11,840
<b>Department Total</b>	<b>\$ 97,364</b>	<b>\$ 55,777</b>	<b>\$ 67,180</b>	<b>\$ 272,327</b>
<b>Fully Burdened Hourly Rate</b>	<b>\$ 257</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
<i>Reference: Direct Hours Only</i>	<b>378</b>	n/a	n/a	n/a

The primary focus of this study was to determine the costs of providing fee related services for routine types of “permitted events”, and translate those costs into a schedule of fees. Applications for these permitted events are processed by the Community Services Department. Examples of permitted events include Special Events Permits, Garage Sale permits, Circus, Carnival, Auctions, or other types of outdoor events that require a permit. The costs and hourly rate associated with these services as shown above are 100% recoverable in fees for services. All subsequent cost of service calculations for Community Service fees assume a fully burdened hourly rate of **\$257**.

The Department also facilitates various types of “non-permitted” events. Examples include training activities taking place in City-owned facilities. In these instances, the City’s current policy is to charge facility rental rates where they may apply, but not to recovery for the staff time, and therefore cost, of providing these services.

The City of Indio is the location of several major events every year, noted above as “Concerts”. These events are approved and coordinated by the Community Services Department. Recovery of the



Department's time, as well as any other required City services are established through separate agreements with each event applicant. These agreements allow for all City support services to be recovered on a "time and materials" basis. Should the City wish to charge a fully burdened hourly rate for Community Services Department staff services, the \$257 per hour would also reasonably apply to these contracts for major events.

Finally, the Community Services Department is responsible for several other City programs that are not fee recoverable and mostly funded by grants or the General Fund. Examples of these services include the City's programs and assistance available to teens and seniors, and other types of City-sponsored special events.

## Fee Establishment

The list of fees shown in Appendix A.6 to this report were significantly restructured from the City's existing approach.

NBS consultants worked with the City to categorize the types and timing of events typically approved by the Department. In doing so, a better cost recovery policy discussion is available to the City. The fee structure now separates between the level of effort required to approve events without concerts, and several "categories" of other types of events as follows:

- Category 1: Recreation, Competition/Contests, Spectator Sports, Athletic Events, Circuses, Fairs, and Carnivals, Food-related Events. Fee amount may vary by the amount of "advance notice" received per application/request.
- Category 2: Events not included in Category 1, which require a permit from Building and Safety and/or the Fire Department for the placement of a tent, canopy, or other temporary structure.
- Category 3: Events not included in Category 1 or 2 which do not require a permit from Building and Safety and/or the Fire Department (e.g. marches, parades, demonstrations, fundraiser events or walks).
- DSUSD Events

The fee schedule established aims to recover the costs of receiving and approving an event application. Fees and hourly costs from other Departments may apply for actual staffing or support of the event itself.

In addition to these changes, several fees moved from Community Services to the Planning Division, such as fees for permitting the public's sales of goods such as Sidewalk Sales, Outdoor Sales, Rummage Sales, etc.

## Cost Recovery Evaluation

Appendix A.6 presents the results of the cost recovery analysis for the City’s Community Services Department. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Description” list.

Community Service fees currently recover approximately 41% of the cost of providing services. As shown in the following table, the City collects approximately \$60,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would generate approximately \$148,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Special Events	\$ 60,238	\$ 147,773	\$ (87,535)	41%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 8 – Police Fees

The scope of user and regulatory fees analysis for Police focus almost exclusively on various administrative processing fees such as fingerprints, records copies, permits, code enforcement, and vehicle impound or release.

### Cost of Service Analysis

The majority of services provided by the Police Department are not recoverable through user/regulatory fees for service. For purposes of establishing the full cost of service for each fee for service provided by Police, NBS calculated the following fully burdened hourly rates for Support Services, Field Services, Investigative Services, Traffic, Code Enforcement, and Other Non-General Fund Activities classifications in the Police Department.

Cost Element	Support Services - Direct Fee Related Services	Field Services	Investigative Services	Traffic	Code Enforcement	Other Non-General Fund Activities
Labor	\$ 64,935	\$ 8,148,203	\$ 2,801,581	\$ 570,321	\$1,091,164	\$ 43,989
Recurring Non-Labor	25,469	2,432,960	818,999	253,350	447,209	26,233
Citywide Overhead	7,725	727,524	348,741	57,004	140,619	5,392
Division Administration	30,942	3,565,859	1,251,608	277,695	529,420	23,843
<b>Department Total</b>	<b>\$ 129,072</b>	<b>\$14,874,546</b>	<b>\$ 5,220,928</b>	<b>\$ 1,158,370</b>	<b>\$2,208,412</b>	<b>\$ 99,457</b>
<b>Fully Burdened Hourly Rate</b>	<b>\$ 132</b>	<b>\$ 173</b>	<b>\$ 204</b>	<b>\$ 218</b>	<b>\$ 131</b>	<b>\$ 176</b>
<i>Reference: Direct Hours Only</i>	<b>975</b>	<b>86,066</b>	<b>25,636</b>	<b>5,304</b>	<b>16,796</b>	<b>566</b>

All subsequent cost of service calculations at the individual fee level assume the applicable fully burdened hourly rates as shown above.

### Fee Establishment

The list of fees shown in Appendix A.7 to this report did not incur many significant changes, deletions, or additions from the City’s prior fee schedule.

### Cost Recovery Evaluation

Appendix A.7 presents the results of the cost recovery analysis for the City’s Police Department. The “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Description” list.

Police Department fees currently recover approximately 37% of the cost of providing services. As shown in the following table, the City collects approximately \$255,000 per year in revenues at current fee

amounts. At full cost recovery, the same demand for these services would generate approximately \$688,000.

Department / Division	Estimated Annual Current Fee Revenue	Estimated Annual Full Cost Recovery Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery %
Police	\$ 255,011	\$ 687,939	\$ (432,928)	37%

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below the full cost. Recommended fee amounts, either at or below the full cost recovery fee amount, can be found in the City’s Staff Report to Council.

## Section 9 – Conclusion

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Based on the Cost of Service Analysis, Fee Establishment and Cost Recovery Evaluation phases of analysis in this Study, the proposed Master Fee Schedule, formatted for implementation, is included in the City's accompanying staff report.

As discussed throughout this report, the proposed fee schedule presented in the City's Staff Report includes fee increases intended to greatly improve the City's recovery of costs incurred to provide individual services, as well as to adjust fees downward where fees charge exceed the average costs incurred.

Predicting the amount to which any adopted fee increases will affect Department revenues is difficult to quantify. For the near-term, the City should not count on increased revenues to meet any specific expenditure plan. Experience with these fee increases should be gained first before revenue projections are revised. However, unless there is some significant, long-term change in activity levels at the City, proposed fee amendments should – over time – enhance the City's revenue capabilities, providing it the ability to stretch other resources further for the benefit of the public at large.

The City's Master Fee Schedule should become a living document but handled with care:

- A fundamental purpose of the fee schedule is to provide clarity and transparency to the public and to staff regarding fees imposed by the City. Once adopted by the Council, the fee schedule is the final word on the amount and manner in which fees should be imposed by the departments. Old fee schedules should be superseded by the new master document. If the master document is found to be missing fees, those fees need eventually to be added to the master schedule and should not continue to exist outside the consolidated, master framework.
- The City should consider adjusting these user fees and regulatory fees on an annual basis to keep pace at least with cost inflation. For all fees and charges, the City could use either a Consumer Price Index adjustment or a percentage of Labor Cost increase, and that practice would be well applied to the new fee schedule. Conducting a comprehensive user fee Study is not an annual requirement; it becomes worthwhile only over time as significant shifts in organization, local practices, legislative values, or legal requirements change. In NBS' experience, a comprehensive analysis such as this should be performed every three to five years. It should be noted that when an automatic adjustment is applied annually, the City is free to use its discretion in applying the adjustment; not all fees need to be adjusted, especially when there are good policy reasons for an alternate course. The full cost of service is the City's only limit in setting its fees.

As a final note in this Study, it is worth acknowledging the path that fees in general have taken in California. The public demands ever more precise and equitable accounting of the basis for governmental fees and a greater say in when and how they are imposed. It is inevitable in the not too distant future that user fees and regulatory fees will demand an even greater level of analysis and supporting data to meet the public's evolving expectations. Technology systems will play an increased and significant role in an agency's ability to accomplish this. Continuous improvement and refinement of time tracking abilities will greatly enhance the City's ability to set fees for service and identify unfunded activities in years to come.

In preparing this report and the opinions and recommendations included herein, NBS has relied on a number of principal assumptions and considerations with regard to financial matters, conditions and events that may occur in the future. This information and assumptions, including the City's budgets, time estimate data, and workload information from City staff, were provided by sources we believe to be reliable; however, NBS has not independently verified such information and assumptions.

While we believe NBS' use of such information and assumptions is reasonable for the purpose of this report, some assumptions will invariably not materialize as stated herein and may vary significantly due to unanticipated events and circumstances. Therefore, the actual results can be expected to vary from those projected to the extent that actual future conditions differ from those assumed by us or provided to us by others.

## ***APPENDIX A.1***

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### ***Cost of Service Analysis – Finance***

CITY OF INDIO  
Finance Department  
Cost of Service Estimate for Fee Related Services and Activities

APPENDIX A.1

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Fee No.	Fee Description	Notes	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
1	Business License Application - new	[3]	0.50	\$ 170	\$ 85	\$ 60	71%	1,600	\$ 96,000	\$ 135,860
2	Business License Application – renewal		0.25	\$ 170	\$ 42	\$ 20	47%	3,440	\$ 68,800	\$ 146,050
3	Business License - Administration (changes)		0.25	\$ 170	\$ 42	\$ 15	35%	20	\$ 300	\$ 849
4	Business License - Additional Stickers (cost of sticker)		n/a	\$ 170	\$ -	\$ 1.50	%	20	\$ 30	\$ -
6	Business License - Duplicate License	[7]	0.25	\$ 170	\$ 42	\$ 5	12%	100	\$ 500	\$ 4,246
7	Business License - Itinerant License		n/a	\$ 170	\$ -	\$ 4	%	20	\$ 80	\$ -
8	Business License - Location Transfer		0.50	\$ 170	\$ 85	\$ 15	18%	30	\$ 450	\$ 2,547
9	Alarm Permit Application – new	[1] [5]	0.08	\$ 170	\$ 14	\$ 30	221%	420	\$ 12,600	\$ 5,706
10	Alarm Permit Application – renewal	[2] [5]	0.08	\$ 170	\$ 14	\$ 20	147%	2,600	\$ 52,000	\$ 35,324
11	Bingo - new		0.50	\$ 170	\$ 85	\$ 50	59%	1	\$ 50	\$ 85
12	Bingo - renewal		0.25	\$ 170	\$ 42	\$ 50	118%	3	\$ 150	\$ 127
13	Returned Check Fee - First Item	[4]	n/a	n/a	n/a	\$ 25	n/a	50	\$ 1,250	\$ 1,250
14	Returned Check Fee - Each Additional Item		n/a	\$ -	n/a	\$ 35	n/a	10	\$ 350	\$ 350
15	Copies		n/a		n/a	\$ 0.10	n/a	1,000	\$ 100	\$ 100
<b>TOTAL</b>									<b>232,660</b>	<b>332,494</b>

[Notes]

- [1] Seniors currently do not pay a fee for this service
- [2] City currently charges a \$20 renewal fee.
- [3] Please note other City departments such as building, fire, and planning may require payment of separate fees for review services
- [4] Per CA Civil Code 1719: fee limited to \$25 for first returned check, and \$35 for second and subsequent checks
- [5] City fee applies on top of consultant fee for facilitation and monitoring of alarm permit program
- [7] Set by Council Policy
- [8] Includes total STR Consultant Costs per year divided by number of participants in STR program



## ***APPENDIX A.2***

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### ***Cost of Service Analysis – Planning***

CITY OF INDIO  
 PLANNING USER & REGULATORY FEE ANALYSIS  
 Cost of Service Analysis for Fee Related Services and Activities

APPENDIX A.2

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Fee No.	Fee Description	Notes	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>ZONING</b>										
	Change of Zone		40.00	\$ 217.22	\$ 8,689	\$ 5,000	58%	0	\$ -	\$ -
	Variance - Minor		20.00	\$ 217.22	\$ 4,344	\$ 2,500	58%	2	\$ 5,000	\$ 8,689
	Variance - Major		30.00	\$ 217.22	\$ 6,517	\$ 5,000	77%	0	\$ -	\$ -
	Zoning Text Amendment		40.00	\$ 217.22	\$ 8,689	\$ 5,500	63%	1	\$ 5,500	\$ 8,689
	Zoning Letter		3.00	\$ 217.22	\$ 652	\$ 250	38%	13	\$ 3,250	\$ 8,472
	General Plan Map Amendment		50.00	\$ 217.22	\$ 10,861	\$ 7,500	69%	0	\$ -	\$ -
	Development Agreement		60.00	\$ 217.22	\$ 13,033	\$ 10,000	77%	2	\$ 20,000	\$ 26,066
	Development Agreement Extension		20.00	\$ 217.22	\$ 4,344	\$ 5,000	115%	1	\$ 5,000	\$ 4,344
	Development Committee Review Meetings		7.00	\$ 217.22	\$ 1,521	\$ 1,100	72%	10	\$ 11,000	\$ 15,205
	Conceptual/Specific Plan, Specific Plan Amendment, Project Master Plan		60.00	\$ 217.22	\$ 13,033	\$ 10,000	77%	0	\$ -	\$ -
<b>CONDITIONAL USE PERMITS</b>										
	Conditional Use Permit - Administrative		25.00	\$ 217.22	\$ 5,431	\$ 2,500	46%	1	\$ 2,500	\$ 5,431
	Conditional Use Permit - Planning Commission		40.00	\$ 217.22	\$ 8,689	\$ 4,500	52%	7	\$ 31,500	\$ 60,822
	Conditional Use Permit - Wireless/Antenna		30.00	\$ 217.22	\$ 6,517	\$ 3,500	54%	0	\$ -	\$ -
<b>SUBDIVISION</b>										
	Tentative Tract Map (> 5 lots)		40.00	\$ 217.22	\$ 8,689	\$ 8,000	92%	5	\$ 40,000	\$ 43,444
	Tentative Parcel Map (< 5 lots)		30.00	\$ 217.22	\$ 6,517	\$ 4,000	61%	1	\$ 4,000	\$ 6,517
	Modification of Tentative Map		20.00	\$ 217.22	\$ 4,344	\$ 3,000	69%	0	\$ -	\$ -
	Map Extension		5.00	\$ 217.22	\$ 1,086	\$ 1,500	138%	5	\$ 7,500	\$ 5,431
	Reversion to Acreage		35.00	\$ 217.22	\$ 7,603	\$ 3,000	39%	0	\$ -	\$ -
	Lot Line Adjustment		15.00	\$ 217.22	\$ 3,258	\$ 1,100	34%	13	\$ 14,300	\$ 42,358
	Certificate of Compliance		7.00	\$ 217.22	\$ 1,521	\$ 600	39%	0	\$ -	\$ -
<b>ENVIRONMENTAL</b>										
	Statutory/Categorical Exemption		7.00	\$ 217.22	\$ 1,521	\$ 550	36%	11	\$ 6,050	\$ 16,726
	Initial Study		25.00	\$ 217.22	\$ 5,431	\$ 2,500	46%	0	\$ -	\$ -
	Negative Declaration (Deposit)		15.00	\$ 217.22	\$ 3,258	\$ 2,500	77%	2	\$ 5,000	\$ 6,517
	EIR (Deposit)		80.00	\$ 217.22	\$ 17,378	\$ 10,000	58%	1	\$ 10,000	\$ 17,378
<b>DESIGN REVIEW</b>										
	Design Review - Administrative		15.00	\$ 217.22	\$ 3,258	\$ 2,500	77%	5	\$ 12,500	\$ 16,292
	Design Review - Planning Commission		30.00	\$ 217.22	\$ 6,517	\$ 4,000	61%	7	\$ 28,000	\$ 45,616

CITY OF INDIO  
 PLANNING USER & REGULATORY FEE ANALYSIS  
 Cost of Service Analysis for Fee Related Services and Activities

APPENDIX A.2

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Fee No.	Fee Description	Notes	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>OTHER</b>										
	Annexation Review - Property Owner Initiated		80.00	\$ 217.22	\$ 17,378	\$ 15,000	86%	0	\$ -	\$ -
	Codes, Covenants & Restrictions (CC&R's) Review		10.00	\$ 217.22	\$ 2,172	\$ 700	32%	1	\$ 700	\$ 2,172
	Public Convenience & Necessity		25.00	\$ 217.22	\$ 5,431	\$ 1,000	18%	4	\$ 4,000	\$ 21,722
	Sidewalk Sale		2.00	\$ 370.77	\$ 742	\$ 200	27%	3	\$ 500	\$ 1,854
	Outdoor Sale		2.00	\$ 370.77	\$ 742	\$ 200	27%	3	\$ 500	\$ 1,854
	Rummage Sale		2.00	\$ 370.77	\$ 742	\$ 200	27%	3	\$ 500	\$ 1,854
	Parking Lot Sale		2.00	\$ 370.77	\$ 742	\$ 200	27%	3	\$ 500	\$ 1,854
	Promotional Events		2.00	\$ 370.77	\$ 742	\$ 200	27%	3	\$ 500	\$ 1,854
	Christmas Tree Lot		1.00	\$ 370.77	\$ 371	\$ 100	27%	3	\$ 250	\$ 927
	Parade Concessions		1.00	\$ 370.77	\$ 371	\$ 100	27%	3	\$ 250	\$ 927
	RV Lot		2.00	\$ 370.77	\$ 742	\$ 200	27%	3	\$ 500	\$ 1,854
<b>APPEAL FEES</b>										
	Appeal of Staff Decision to Planning Commission		15.00	\$ 217.22	\$ 3,258	\$ 1,000	31%	1	\$ 1,000	\$ 3,258
	Appeal of Planning Commission Decision to City Council		15.00	\$ 217.22	\$ 3,258	\$ 1,500	46%	0	\$ -	\$ -
	Single Family Resident (in City)		10.00	\$ 217.22	\$ 2,172	\$ 500	23%	0	\$ -	\$ -
<b>WILLIAMSON ACT</b>										
	Cancellation Review		n/a	\$ 217.22	n/a	\$ 5,000	n/a	0	\$ -	\$ -
	Establishment			\$ 217.22			n/a		\$ -	\$ -
	Enlargement			\$ 217.22			n/a		\$ -	\$ -
	Disestablishment			\$ 217.22			n/a		\$ -	\$ -
	Process Fee for Non-Renewal			\$ 217.22			n/a		\$ -	\$ -
<b>SIGN PERMITS</b>										
	Temporary Banner Permit		2.00	\$ 217.22	\$ 434	\$ 120	28%	45	\$ 5,400	\$ 19,550
	Temporary Real Estate Sign		2.00	\$ 217.22	\$ 434	\$ 120	28%	0	\$ -	\$ -
new	Single Sign		2.00	\$ 217.22	\$ 434	\$ 300	69%	0	\$ -	\$ -
new	Multiple Signs		3.00	\$ 217.22	\$ 652	\$ 300	46%	56	\$ 16,800	\$ 36,493
<b>MISCELLANEOUS FEES</b>										
	Business License Review		0.50	\$ 217.22	\$ 109	\$ 75	69%	1,228	\$ 92,100	\$ 133,373
	Miscellaneous Site Inspection		3.00	\$ 217.22	\$ 652	\$ 200	31%	0	\$ -	\$ -
	Assessment District Review		0.00	\$ 217.22	\$ -	\$ 5,000	n/a	0	\$ -	\$ -
	Special / Temporary Use Permit - Administrative		10.00	\$ 217.22	\$ 2,172	\$ 500	23%	0	\$ -	\$ -
	Special / Temporary Use Permit - Requiring Public Hearing		30.00	\$ 217.22	\$ 6,517	\$ 750	n/a	0	\$ -	\$ -
	Community Services Fees		0.00	\$ 217.22	\$ -	\$ -	%	0	\$ -	\$ -
new	Administrative Time Extension		5.00	\$ 217.22	\$ 1,086	\$ -	n/a	0	\$ -	\$ -

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Fee No.	Fee Description	Notes	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>BUILDING PLAN REVIEW / LANDSCAPE PLAN REVIEW</b>										
	Repeat Tract Home / Other Residential Additions or Improvements / Commercial Tenant Improvement		5.00	\$ 217.22	\$ 1,086	\$ 100	9%	12	\$ 1,200	\$ 13,033
	New Commercial/Multifamily/Mixed Use		5.00	\$ 217.22	\$ 1,086	\$ 750	69%	0	\$ -	\$ -
<b>BUILDING / LANDSCAPE INSPECTION</b>										
	Building / Landscape Inspections (fee is per building permit)		1.50	\$ 217.22	\$ 326	\$ -	0%	309	\$ -	\$ 100,682
<b>TOTAL</b>									<b>335,800</b>	<b>681,255</b>

## ***APPENDIX A.3***

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### ***Cost of Service Analysis – Public Works Engineering***

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Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>I.</b>	<b>LEGALS</b>										
1	Final Parcel / Tract Map and Map Amendments										
a	Map Filing Fee - City staff Processing of Submittal	per project		4.00	\$ 235.55	\$ 942.20	\$ 800	85%	8	\$ 6,400	\$ 7,538
b	Final Parcel / Tract Map and Map Amendments (Consultant Review)										
	Submittals with 1-5 sheets in quantity	per sheet		n/a	n/a	\$ 650.00	\$ 1,500	231%	2	\$ 3,000	\$ 1,300
	Submittals with 6-15 sheets in quantity	per sheet		n/a	n/a	\$ 625.00	\$ 1,500	240%	1	\$ 1,500	\$ 625
	Submittals with 16+ sheets in quantity	per sheet		n/a	n/a	\$ 600.00	\$ 1,500	250%		\$ -	\$ -
	Additional plan check services for 4th and subsequent submittals	hourly		n/a	n/a	\$ 150.00	\$ -	0%		\$ -	\$ -
2	Legal Description and Plot Plan	per project									
a	City Staff Processing Fee			2.00	\$ 235.55	\$ 471.10	\$ -	0%	25	\$ -	\$ 11,778
b	Consultant Review			4.00	\$ 150.00	\$ 600.00	\$ 1,071	179%	25	\$ 26,775	\$ 15,000
3	Certificate of Correction										
a	City Staff Processing Fee	per project		2.00	\$ 235.55	\$ 471.10	\$ -	0%	5	\$ -	\$ 2,356
b	Consultant Review	per project		3.00	\$ 150.00	\$ 450.00	\$ 357	79%	5	\$ 1,785	\$ 2,250
<b>II</b>	<b>PLAN CHECK</b>										
1	Mass Grading Plans	per sheet		8.00	\$ 235.55	\$ 1,884.40	\$ 1,600	85%	1	\$ 1,600	\$ 1,884
2	Signing and Striping Plans										
a	City Staff Processing Fee	per project		2.00	\$ 235.55	\$ 471.10	\$ -	0%	4	\$ -	\$ 1,884
b	Consultant Review	per sheet		8.00	\$ 150.00	\$ 1,200.00	\$ 1,600	133%	4	\$ 6,400	\$ 4,800
3	Rough Grading Plans	per sheet		10.00	\$ 235.55	\$ 2,355.50	\$ 1,900	81%	8	\$ 15,200	\$ 18,844
4	Street Improvement Plans	per sheet		10.00	\$ 235.55	\$ 2,355.50	\$ 1,900	81%	37	\$ 70,300	\$ 87,154
5	Precise Grading Plans	per sheet		12.00	\$ 235.55	\$ 2,826.61	\$ 2,300	81%	195	\$ 448,500	\$ 551,188
6	Traffic Signal Plans										
a	City Staff Processing Fee	per project		2.00	\$ 235.55	\$ 471.10	\$ -	0%	4	\$ -	\$ 1,884
b	Consultant Review	per sheet		12.00	\$ 150.00	\$ 1,800.00	\$ 2,200	122%	4	\$ 8,800	\$ 7,200
7	Storm Drain Plans	per sheet		8.00	\$ 235.55	\$ 1,884.40	\$ 1,700	90%	72	\$ 122,400	\$ 135,677
8	Street Light Plans	per sheet		6.00	\$ 235.55	\$ 1,413.30	\$ 1,600	113%	2	\$ 3,200	\$ 2,827
9	Landscape Plan	per sheet		3.00	\$ 235.55	\$ 706.65	\$ 1,900	269%	5	\$ 9,500	\$ 3,533
10	Street Name Plan	per sheet		5.00	\$ 235.55	\$ 1,177.75	\$ -	0%	5	\$ -	\$ 5,889

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Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
11	Utility Plans (sewer, water, fire, etc)	per sheet		1.50	\$ 235.55	\$ 353.33	\$ -	0%	20	\$ -	\$ 7,067
12	Plan Check Revision	per sheet		3.00	\$ 235.55	\$ 706.65	\$ 714	101%	17	\$ 12,138	\$ 12,013
13	Additional Plan Check (per add'l plan check submittal after 3 submittals)	per submittal		5.00	\$ 235.55	\$ 1,177.75	\$ 1,000	85%	3	\$ 3,000	\$ 3,533
<b>III</b>	<b>REPORTS</b>										
1	SWPPP/NPDES Plans			10.00	\$ 235.55	\$ 2,355.50	\$ 2,500	106%	9	\$ 22,500	\$ 21,200
2	WQMP Final			12.00	\$ 235.55	\$ 2,826.61	\$ 2,500	88%	12	\$ 30,000	\$ 33,919
3	PM10 Plans&Packet			8.00	\$ 235.55	\$ 1,884.40	\$ 2,000	106%	23	\$ 46,000	\$ 43,341
4	Hydrology Report			9.00	\$ 235.55	\$ 2,119.95	\$ 2,000	94%	13	\$ 26,000	\$ 27,559
5	WQMP Preliminary			7.00	\$ 235.55	\$ 1,648.85	\$ 1,500	91%	11	\$ 16,500	\$ 18,137
6	Soils/Geotechnical Report			7.00	\$ 235.55	\$ 1,648.85	\$ 1,500	91%	10	\$ 15,000	\$ 16,489
<b>IV</b>	<b>CONDITION REVIEW</b>										
1	CFD Formation (fee is for City administrative time/cost only, outsourced formation consultant costs charged separately as a pass-through)			30.00	\$ 235.55	\$ 7,066.51	\$ 13,564	192%		\$ -	\$ -
2	LLMD Formation (fee is for City administrative time/cost only, outsourced formation consultant costs charged separately as a pass-through)			16.00	\$ 235.55	\$ 3,768.81	\$ 3,570	95%		\$ -	\$ -
3	Special Assessment District Formation (fee is for City administrative time/cost only, outsourced formation consultant costs charged separately as a pass-through)			50.00	\$ 235.55	\$ 11,777.52	\$ 14,278	121%		\$ -	\$ -
4	Traffic Study Review										
a	City Staff Processing Fee	per project		4.00	\$ 235.55	\$ 942.20	\$ -	0%	4	\$ -	\$ 3,769
b	Description and Plot Plan	per sheet		35.00	\$ 150.00	\$ 5,250.00	\$ 6,500	124%	4	\$ 26,000	\$ 21,000
new	Planning Entitlement Review			8.00	\$ 235.55	\$ 1,884.40	\$ -	0%	17	\$ -	\$ 32,035
6	Right-of-Way Vacation			15.00	\$ 235.55	\$ 3,533.26	\$ 3,570	101%		\$ -	\$ -
<b>V</b>	<b>ENCROACHMENT AND INSPECTION PERMIT</b>										
1	Encroachment Permit Processing / Renew Expired Permit			2.00	\$ 235.55	\$ 471.10	\$ 357	76%	252	\$ 89,964	\$ 118,717
2	Traffic Control - Plan Review			1.50	\$ 235.55	\$ 353.33	\$ 357	101%	58	\$ 20,706	\$ 20,493

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Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
3	Street Inspection Fee / On-Site and Off Site Improvements										
	Project Value < \$10,000	flat fee		2.00	\$ 235.55	\$ 471.10	\$ 357	76%	155	\$ 55,335	\$ 73,021
	\$10,000	flat fee up to \$10,000		2.00	\$ 235.55	\$ 471.10	\$ 357	76%	7	\$ 2,499	\$ 3,298
		each add'l \$1		0.0001	\$ 235.55	\$ 0.024	\$ 0.03	114%		\$ -	\$ -
	\$50,000	base fee @ \$50,000		7.00	\$ 235.55	\$ 1,648.85	\$ 1,428	87%	1	\$ 1,428	\$ 1,649
		each add'l \$1		0.0002	\$ 235.55	\$ 0.047	\$ 0.04	91%		\$ -	\$ -
	\$100,000	base fee @ \$100,000		17.00	\$ 235.55	\$ 4,004.36	\$ 3,570	89%	2	\$ 7,140	\$ 8,009
		each add'l \$1		0.0001	\$ 235.55	\$ 0.024	\$ 0.03	121%		\$ -	\$ -
	\$500,000	base fee @ \$500,000		74.00	\$ 235.55	\$ 17,430.73	\$ 14,992	86%	0	\$ -	\$ -
		each add'l \$1		0.0002	\$ 235.55	\$ 0.047	\$ 0.16	343%		\$ -	\$ -
	\$1,000,000	base fee @ \$1 m		178.00	\$ 235.55	\$ 41,927.98	\$ 95,696	228%	0	\$ -	\$ -
		each add'l \$1		0.0002	\$ 235.55	\$ 0.047	\$ 0.01	26%		\$ -	\$ -
	\$2,500,000	base fee @ \$2.5 m		481.00	\$ 235.55	\$ 113,299.77	\$ 114,226	101%	0	\$ -	\$ -
		each add'l \$1		0.0002	\$ 235.55	\$ 0.047	\$ 0.05	97%		\$ -	\$ -
4	Work Without Permit (penalty of 2x original fee amount. Placeholder for MFS, not studied by NBS)										
5	Utility - Annual Blanket Permit			8.00	\$ 235.55	1,884.40	\$ 1,428	76%	18	\$ 25,704	\$ 33,919
6	SWPPP/NPDES Inspection										
a	5 acres or less	per project		4.00	\$ 235.55	942.20	\$ 714	76%	3	\$ 2,142	\$ 2,827
b	Greater than 5 acres	per project		8.00	\$ 235.55	1,884.40	\$ 714	38%	3	\$ 2,142	\$ 5,653
7	Survey Monument (per lot)			1.00	\$ 235.55	235.55	\$ 179	76%	142	\$ 25,418	\$ 33,448
8	Single Family Residential Final Grading (per lot)			1.50	\$ 235.55	353.33	\$ 357	101%	142	\$ 50,694	\$ 50,172



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Fee No.	Fee Description	Fee Unit / Type	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
				Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>VII</b>	<b>TRANSPORTATION PERMIT</b>										
1	Single Trip			1.00	\$ 235.55	235.55	\$ 16	7%	154	\$ 2,464	\$ 36,275
2	Annual			1.00	\$ 235.55	235.55	\$ 90	38%	63	\$ 5,670	\$ 14,840
3	Operating Without Permit (penalty of 2x original fee amount. Placeholder for MFS, not studied as part of this scope)										
<b>VIII</b>	<b>MISCELLANEOUS FEES</b>										
1	Plans & Specs for CIP & Land Development Projects (maintain PHL & Addendums)						\$ -				
2	Weed Abatement Charge (per hour)			1.00	\$ 199.29	199.29	\$ 357	179%		\$ -	\$ -
3	Traffic Signal Flashing Red (set-up assistance to turn lights to flash and then to normal)		[2]	3.00	\$ 199.29	597.88	\$ 187	31%	10	\$ 1,870	\$ 5,979
4	Street Light Knockdown City staff time			7.00	\$ 199.29	1,395.05	\$ 571	41%		\$ -	\$ -
	Materials for repair / replacement of light			n/a			Actual Cost	%			
5	Traffic Signal Cabinet Replacement City staff time			22.00	\$ 199.29	4,384.44	\$ 1,222	28%		\$ -	\$ -
	Materials for repair / replacement of light			n/a	n/a	28,741.00	\$ -	0%			
6	Remove & Replace Concrete Sidewalk Panels (each) Option 1: City to Perform Service		[2]	10.00	\$ 199.29	1,992.93	\$ 800	40%		\$ -	\$ -
	Option 2: Standard Full Recovery on Outside Contractor Work			n/a			Actual Cost				
7	Overtime / Afterhours Services Engineering		[3]	1.00	\$ 260.59	260.59	\$ -	0%		\$ -	\$ -
	Street Maintenance			1.00	\$ 219.83	219.83	\$ -	0%		\$ -	\$ -
<b>TOTAL</b>										<b>1,215,674</b>	<b>1,511,971</b>

[Notes]

For items not included elsewhere in the fee list, the City Manager or City Manager's designee (PW Director), may establish a reasonable fee amount based on the estimated or actual amount of time required to process the request

[1] Fee as noted is for work performed during business hours, 6am to 6pm, Monday through Friday. Afterhours rates will apply accordingly.

[2] Minimum number of hours may be required per City MOU Agreements.

[3] Minimum number of hours may be required per City MOU Agreements.

## ***APPENDIX A.4***

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### ***Cost of Service Analysis – Building Safety Division***

CITY OF INDIO  
 BUILDING AND SAFETY DIVISION  
 Cost of Service Estimate for Fee Related Services and Activities

APPENDIX A.4

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>BUILDING PLAN CHECK AND PROCESSING FEES</b>										
Total Valuation:										
	\$1.00 to \$500.00		0.50	\$ 130	\$ 64.88	\$ 65.00	100%	5	\$ 312	\$ 311
	\$501.00 to \$2,000.00									
	for first \$500.00		0.50	\$ 130	\$ 64.88	\$ 65.00	100%	10	\$ 676	\$ 675
	for each additional \$100.00 (or fraction thereof, to and including \$2,000.00)		0.07	\$ 130	\$ 9.08	\$ 9.00	99%	75	\$ 677	\$ 683
	\$2,001.00 to \$25,000.00									
	for first \$2,000.00		1.57	\$ 130	\$ 203.71	\$ 200.00	98%	130	\$ 26,080	\$ 26,564
	for each additional \$1,000.00 (or fraction thereof, to and including \$25,000.00)		0.03	\$ 130	\$ 3.89	\$ 3.90	100%	1,003	\$ 3,912	\$ 3,905
	\$25,001.00 to \$50,000.00									
	for first \$25,000.00		2.19	\$ 130	\$ 284.16	\$ 280.00	99%	30	\$ 8,512	\$ 8,639
	for each additional \$1,000.00 (or fraction thereof, to and including \$50,000.00)		0.15	\$ 130	\$ 19.46	\$ 19.80	102%	324	\$ 6,415	\$ 6,306
	\$50,001.00 to \$100,000.00									
	for first \$50,000.00		5.94	\$ 130	\$ 770.74	\$ 775.00	101%	6	\$ 4,960	\$ 4,933
	for each additional \$1,000.00 (or fraction thereof, to and including \$100,000.00)		0.08	\$ 130	\$ 10.38	\$ 10.50	101%	139	\$ 1,462	\$ 1,445
	\$100,001.00 to \$500,000.00									
	for first \$100,000.00		9.69	\$ 130	\$ 1,257.32	\$ 1,300.00	103%	26	\$ 34,320	\$ 33,193
	for each additional \$1,000.00 (or fraction thereof, to and including \$500,000.00)		0.01	\$ 130	\$ 1.30	\$ 1.42	109%	1,266	\$ 1,797	\$ 1,642
	\$500,001.00 to \$1,000,000.00									
	for first \$500,000.00		15.00	\$ 130	\$ 1,946.32	\$ 2,000.00	103%	2	\$ 4,800	\$ 4,671
	for each additional \$1,000.00 (or fraction thereof, to and including \$1,000,000.00)		0.02	\$ 130	\$ 2.60	\$ 2.60	100%	509	\$ 1,323	\$ 1,320
	\$1,000,001.00 and up									
	for first \$1,000,000.00		25.00	\$ 130	\$ 3,243.86	\$ 3,300.00	102%	2	\$ 7,920	\$ 7,785
	for each additional \$1,000.00 (or fraction thereof)		0.03	\$ 130	\$ 3.89	\$ 3.90	100%	10,700	\$ 41,730	\$ 41,651

CITY OF INDIO  
 BUILDING AND SAFETY DIVISION  
 Cost of Service Estimate for Fee Related Services and Activities

APPENDIX A.4

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>Other Plan Check Fees</b>										
	Plan Check City Administrative Fee (for coordination of outside consultants) - Consultant charges to be passed through at actual cost)		0.50	\$ 130	\$ 65	\$ 70	108%	878	\$ 61,488	\$ 56,988
	Simple OTC Plan Check or Additional Plan Review Due to Changes and Additions ( per 1/2 hour increment)		0.50	\$ 130	\$ 65	\$ 65	100%	0	\$ -	\$ -
	Special Event Plan Review		1.00	\$ 130	\$ 130	\$ 140	108%	0	\$ -	\$ -
	Repeat Plan Review - Tract Homes		1.00	\$ 130	\$ 130	\$ 140	108%	0	\$ -	\$ -
	Repeat Plan Review - Apartment / Multifamily Building		1.50	\$ 130	\$ 195	\$ 200	103%	0	\$ -	\$ -
<b>BUILDING PERMIT FEES</b>										
Total Valuation:										
	\$1.00 to \$500.00		1.00	\$ 130	\$ 130	\$ 140.00	108%	131	\$ 18,368	\$ 17,024
	\$501.00 to \$2,000.00									
	for first \$500.00		1.00	\$ 130	\$ 129.75	\$ 140.00	108%	217	\$ 30,352	\$ 28,131
	for each additional \$100.00 (or fraction thereof, to and including \$2,000.00)		0.00	\$ 130	\$ -	\$ 3.00	%	1,802	\$ 5,405	\$ -
	\$2,001.00 to \$25,000.00									
	for first \$2,000.00		1.00	\$ 130	\$ 129.75	\$ 140.00	108%	866	\$ 121,296	\$ 112,419
	for each additional \$1,000.00 (or fraction thereof, to and including \$25,000.00)		0.09	\$ 130	\$ 11.68	\$ 12.17	104%	4,993	\$ 60,762	\$ 58,305
	\$25,001.00 to \$50,000.00									
	for first \$25,000.00		3.02	\$ 130	\$ 391.86	\$ 420.00	107%	100	\$ 42,000	\$ 39,186
	for each additional \$1,000.00 (or fraction thereof, to and including \$50,000.00)		0.07	\$ 130	\$ 9.08	\$ 9.60	106%	862	\$ 8,271	\$ 7,826
	\$50,001.00 to \$100,000.00									
	for first \$50,000.00		4.84	\$ 130	\$ 628.01	\$ 660.00	105%	13	\$ 8,448	\$ 8,039
	for each additional \$1,000.00 (or fraction thereof, to and including \$100,000.00)		0.05	\$ 130	\$ 6.49	\$ 6.80	105%	325	\$ 2,209	\$ 2,107
	\$100,001.00 to \$500,000.00									
	for first \$100,000.00		7.29	\$ 130	\$ 945.91	\$ 1,000.00	106%	450	\$ 449,600	\$ 425,282
	for each additional \$1,000.00 (or fraction thereof, to and including \$500,000.00)		0.02	\$ 130	\$ 2.60	\$ 2.50	96%	32,774	\$ 81,936	\$ 85,053
	\$500,001.00 to \$1,000,000.00									
	for first \$500,000.00		14.60	\$ 130	\$ 1,894.42	\$ 2,000.00	106%	10	\$ 19,200	\$ 18,186

CITY OF INDIO  
 BUILDING AND SAFETY DIVISION  
 Cost of Service Estimate for Fee Related Services and Activities

APPENDIX A.4

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	for each additional \$1,000.00 (or fraction thereof, to and including \$1,000,000.00)		0.02	\$ 130	\$ 2.60	\$ 2.75	106%	2,455	\$ 6,752	\$ 6,371
	\$1,000,001.00 and up									
	for first \$1,000,000.00		23.22	\$ 130	\$ 3,012.90	\$ 3,250.00	108%	5	\$ 15,600	\$ 14,462
	for each additional \$1,000.00 (or fraction thereof)		0.02	\$ 130	\$ 2.60	\$ 2.84	109%	11,719	\$ 33,283	\$ 30,412
<b>Other Inspections and Fees</b>										
	Inspections outside of normal business hours, per hour (minimum charge - two hours)		2.00	\$ 130	\$ 260	\$ 284.01	109%	26	\$ 7,271	\$ 6,643
	Reinspection fees assessed under provisions of Section 305.8, per hour (for 3rd time)		1.00	\$ 130	\$ 130	\$ 142.00	109%	2	\$ 341	\$ 311
	Inspections for which no fee is specifically indicated, per hour (per half hour increment)		0.50	\$ 130	\$ 65	\$ 71.00	109%	10	\$ 738	\$ 675
	Inspections (Outside Consultant) - (placeholder for MFS - to be passed through at actual cost to City)		0.00	\$ 130	\$ -	Actual Costs	n/a	0	\$ -	\$ -
	Additional inspection for enclosure wall for pools		0.50	\$ 130	\$ 65	\$ 71	109%	0	\$ -	\$ -
<b>MECHANICAL, PLUMBING AND ELECTRICAL PERMITS</b>										
	Mechanical, Plumbing and Electrical Plan Check (per half hour increment)		0.50	\$ 130	\$ 65	\$ 60	92%	0	\$ -	\$ -
	Permit Issuance Fee		0.50	\$ 130	\$ 65	\$ 60	92%	3,314	\$ 198,840	\$ 215,003
	Supplemental Permit Issuance- Plumbing		0.16	\$ 130	\$ 21	\$ 20	96%	0	\$ -	\$ -
	Supplemental Permit Issuance- Mechanical		0.16	\$ 130	\$ 21	\$ 20	96%	0	\$ -	\$ -
	Supplemental Permit Issuance - Electrical		0.16	\$ 130	\$ 21	\$ 20	96%	0	\$ -	\$ -
<b>ELECTRICAL INSPECTIONS</b>										
	For all new construction, remodels, and additions (projects associated with a building permit):									
	0 - 1500 s.f.		1.00	\$ 130	\$ 130	\$ 110	85%	0	\$ -	\$ -
	Each 100 s.f. over 1501 s.f.		0.01	\$ 130	\$ 1	\$ 1	109%	0	\$ -	\$ -
	For services under 600 AMPS		1.50	\$ 130	\$ 195	\$ 125	64%	0	\$ -	\$ -
	For services over 600 AMPS		2.00	\$ 130	\$ 260	\$ 220	85%	0	\$ -	\$ -
	Subfeeders per 100 AMPS or fraction thereof		0.16	\$ 130	\$ 21	\$ 15	72%	0	\$ -	\$ -
	Each individual branch circuit not included in original construction		0.03	\$ 130	\$ 4	\$ 4	109%	115	\$ 491	\$ 448

CITY OF INDIO  
 BUILDING AND SAFETY DIVISION  
 Cost of Service Estimate for Fee Related Services and Activities

APPENDIX A.4

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	For each fixture not included in original construction		0.03	\$ 130	\$ 4	\$ 4	109%	2,554	\$ 10,882	\$ 9,943
	For each outlet & switch not included in original construction		0.03	\$ 130	\$ 4	\$ 4	109%	2,441	\$ 10,398	\$ 9,501
	Miscellaneous wiring		0.50	\$ 130	\$ 65	\$ 40	62%	338	\$ 13,504	\$ 21,903
	Motors less than 1 H.P.		0.33	\$ 130	\$ 43	\$ 30	70%	0	\$ -	\$ -
	Motors 1 H.P. but less than 3 H.P.		0.41	\$ 130	\$ 53	\$ 30	56%	1	\$ 24	\$ 43
	Motors 3 H.P. but less than 8 H.P.		0.50	\$ 130	\$ 65	\$ 40	62%	0	\$ -	\$ -
	Motors 8 H.P. but less than 15 H.P.		0.58	\$ 130	\$ 75	\$ 45	60%	0	\$ -	\$ -
	Motors 15 H.P. but less than 20 H.P.		0.66	\$ 130	\$ 86	\$ 50	58%	0	\$ -	\$ -
	Motors 20 H.P. and over		0.75	\$ 130	\$ 97	\$ 55	57%	0	\$ -	\$ -
	For parking lot lighting standards, each		0.16	\$ 130	\$ 21	\$ 15	72%	0	\$ -	\$ -
	For private swimming pool		1.00	\$ 130	\$ 130	\$ 75	58%	139	\$ 10,440	\$ 18,062
	For public swimming pools (including pools located at apartment houses, condominiums, mobile parks, recreational vehicle parks, and Mobile home subdivisions)		4.00	\$ 130	\$ 519	\$ 400	77%	2	\$ 960	\$ 1,246
	Festoon lighting for outdoor areas		1.00	\$ 130	\$ 130	\$ 80	62%	0	\$ -	\$ -
<b>PLUMBING PERMIT FEES</b>										
<b>Unit Fee Schedule (in addition to permit fees above)</b>										
	For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore)		0.08	\$ 130	\$ 10	\$ 10	96%	0	\$ -	\$ -
	For each building sewer and each trailer park sewer		0.23	\$ 130	\$ 30	\$ 30	101%	446	\$ 13,392	\$ 13,322
	Rainwater systems - per drain (inside building)		0.25	\$ 130	\$ 32	\$ 30	92%	0	\$ -	\$ -
	For each cesspool (where permitted)		1.00	\$ 130	\$ 130	\$ 100	77%	0	\$ -	\$ -
	For each private sewage disposal system		2.00	\$ 130	\$ 260	\$ 175	67%	26	\$ 4,480	\$ 6,643
	For each water heater and/or vent		0.56	\$ 130	\$ 73	\$ 45	62%	520	\$ 23,400	\$ 37,785
	For each gas-piping system of one to five outlets		0.19	\$ 130	\$ 25	\$ 15	61%	615	\$ 9,228	\$ 15,167
	For each additional gas-piping system outlet, per outlet		0.16	\$ 130	\$ 21	\$ 15	72%	0	\$ -	\$ -
	For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps		1.50	\$ 130	\$ 195	\$ 150	77%	3	\$ 480	\$ 623
	For each installation, alteration or repair of water piping and/or water treating equipment, each		0.25	\$ 130	\$ 32	\$ 20	62%	223	\$ 4,464	\$ 7,240
	For each repair or alteration of drainage or vent pipe, each fixture		0.50	\$ 130	\$ 65	\$ 40	62%	17	\$ 672	\$ 1,090



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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>3. Repairs or Additions</b>										
	For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation or controls regulated by Mechanical Code		1.50	\$ 130	\$ 195	\$ 100	51%	1	\$ 80	\$ 156
<b>4. Boilers, Compressors and Absorption Systems</b>										
	For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/hr (29.3 kW)		1.50	\$ 130	\$ 195	\$ 100	51%	2	\$ 160	\$ 311
	For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/hr (29.3 kW) to and including 500,000 Btu/h (146.6 kW)		2.00	\$ 130	\$ 260	\$ 125	48%	0	\$ -	\$ -
	For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/hr (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)		2.50	\$ 130	\$ 324	\$ 150	46%	0	\$ -	\$ -
	For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/hr (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)		3.00	\$ 130	\$ 389	\$ 175	45%	0	\$ -	\$ -
	For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/hr (512.9 kW)		3.50	\$ 130	\$ 454	\$ 200	44%	2	\$ 320	\$ 727
<b>5. Air Handlers</b>										
	For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4919 L/s), including ducts attached thereto <b>Note:</b> this fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.		0.75	\$ 130	\$ 97	\$ 50	51%	280	\$ 14,000	\$ 27,248
	For each air-handling unit over 10,000 cfm (4719 L/s)		2.00	\$ 130	\$ 260	\$ 125	48%	15	\$ 1,900	\$ 3,945



CITY OF INDIO  
 BUILDING AND SAFETY DIVISION  
 Cost of Service Estimate for Fee Related Services and Activities

APPENDIX A.4

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
<b>6. Evaporative Coolers</b>										
	For each evaporative cooler other than portable type		1.50	\$ 130	\$ 195	\$ 110	57%	3	\$ 352	\$ 623
<b>7. Ventilation and Exhaust</b>										
	For each ventilation fan connected to a single duct		0.25	\$ 130	\$ 32	\$ 20	62%	0	\$ -	\$ -
	For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit		0.33	\$ 130	\$ 43	\$ 25	58%	0	\$ -	\$ -
	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood		1.00	\$ 130	\$ 130	\$ 75	58%	0	\$ -	\$ -
<b>8. Incinerators</b>										
	For the installation or relocation of each domestic-type incinerator		1.50	\$ 130	\$ 195	\$ 150	77%	0	\$ -	\$ -
	For the installation or relocation of each commercial or industrial-type incinerator		2.00	\$ 130	\$ 260	\$ 200	77%	0	\$ -	\$ -
<b>9. Miscellaneous</b>										
	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table		1.00	\$ 130	\$ 130	\$ 75	58%	135	\$ 10,140	\$ 17,543
	Mechanical Fee for Swimming Pools		1.00	\$ 130	\$ 130	\$ 75	58%	141	\$ 10,560	\$ 18,269
<b>MOBILE HOME PLAN CHECK AND PERMIT ISSUANCE FEES</b>										
	Mobile Home Permit Issuance Fee		0.50	\$ 130	\$ 65	\$ 40	62%	0	\$ -	\$ -
	Mobile Home Awning		1.50	\$ 130	\$ 195	\$ 110	57%	2	\$ 264	\$ 467
	Mobile Home Electrical		1.00	\$ 130	\$ 130	\$ 75	58%	1	\$ 60	\$ 104
	Mobile Home Foundation		3.00	\$ 130	\$ 389	\$ 220	57%	2	\$ 528	\$ 934
	Mobile Home Plumbing		1.00	\$ 130	\$ 130	\$ 75	58%	1	\$ 60	\$ 104
	Mobile Home Setdown		2.50	\$ 130	\$ 324	\$ 180	55%	2	\$ 288	\$ 519
<b>SOLAR SYSTEM PERMITS</b>										
	Residential Permit (first 15KW)		2.50	\$ 130	\$ 324	\$ 252	78%	360	\$ 90,720	\$ 116,779
	>15KW, Per KW		0.17	\$ 130	\$ 22	\$ -	0%	0	\$ -	\$ -
	Commerical Permit									

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	Up to 50KW		5.00	\$ 130	\$ 649	\$ 252	39%	0	\$ -	\$ -
	51 to 250kw (per KW)		0.25	\$ 130	\$ 32	\$ -	0%	0	\$ -	\$ -
	>250KW (per KW)		0.25	\$ 130	\$ 32	\$ -	0%	0	\$ -	\$ -
<b>MISCELLANEOUS FEES</b>										
	Business License Inspection - Commercial		1.00	\$ 130	\$ 130	\$ 85	66%	717	\$ 60,928	\$ 93,008
	Business License Inspection - Residential		1.00	\$ 130	\$ 130	\$ 35	27%	0	\$ -	\$ -
	Short-Term Rental Program Administration / Inspection		1.00	\$ 130	\$ 130	\$ 60	46%	26	\$ 1,536	\$ 3,322
<b>new</b>	Temporary Certificate of Occupancy		3.00	\$ 130	\$ 389	\$ -	0%	0	\$ -	\$ -
	Demolition Fees		1.50	\$ 130	\$ 195	\$ 175	90%	4	\$ 700	\$ 779
	Permit Renewal Fee (placeholder for MFS - fee is 50% of the permit fee, as per policy)		n/a	\$ 130	n/a	n/a	n/a	0	n/a	n/a
	Archiving Fee - Shall be assessed on all plans, calculations, and other required documentations that are required for submittal and/or generated during the course of the project.									
	for plans, per page		n/a	\$ 130	n/a	n/a	n/a	0	n/a	n/a
	for all other documents, per page		n/a	\$ 130	n/a	n/a	n/a	0	n/a	n/a
<b>TOTAL</b>									<b>1,577,235</b>	<b>1,751,300</b>

## ***APPENDIX A.5***

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### ***Cost of Service Analysis – Fire Prevention***

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
A100	Administrative Report Copy (see City Clerk)									
	Agency Comments	[1]	3.50	\$ 147	\$ 516	\$ 434	84%	28	\$ 12,152	\$ 14,444
I	Aerosol Products		4.00	\$ 147	\$ 590	\$ 374	63%	1	\$ 374	\$ 590
R	Aerosol Products		3.00	\$ 147	\$ 442	\$ 186	42%	2	\$ 372	\$ 884
†	Aircraft Refueling		4.25	\$ 147	\$ 626	\$ 395	63%	0	\$ -	\$ -
new	Alternate Material Method Request (per request, minimum)		4.00	\$ 147	\$ 590	\$ -	0%	0	\$ -	\$ -
	each additional hour		1.00	\$ 147	\$ 147	\$ -	0%	0	\$ -	\$ -
I	Amusement Buildings		5.25	\$ 147	\$ 774	\$ 488	63%	0	\$ -	\$ -
R	Amusement Buildings		3.00	\$ 147	\$ 442	\$ 186	42%	0	\$ -	\$ -
I	Asbestos Removal		4.00	\$ 147	\$ 590	\$ 372	63%	0	\$ -	\$ -
I	Aviation Facilities		5.25	\$ 147	\$ 774	\$ 488	63%	0	\$ -	\$ -
R	Aviation Facilities		3.00	\$ 147	\$ 442	\$ 186	42%	0	\$ -	\$ -
	Automatic Fire Sprinkler:									
	New System: Custom/Model Residential Home or Commercial Plan Review and Inspection									
I	0-5,000 square feet		7.50	\$ 147	\$ 1,105	\$ 698	63%	21	\$ 14,658	\$ 23,213
I	5,001-15,000 square feet		9.00	\$ 147	\$ 1,326	\$ 837	63%	4	\$ 3,348	\$ 5,306

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	15,001-30,000 square feet		10.50	\$ 147	\$ 1,548	\$ 976	63%	3	\$ 2,928	\$ 4,643
I	> 30,001 square feet (each additional 10k square feet)		2.00	\$ 147	\$ 295	\$ 186	63%	3	\$ 558	\$ 884
	New System: Residential Production Home Inspections/ Rough and Final Inspections									
I	per home		2.00	\$ 147	\$ 295	\$ 124	42%	200	\$ 24,800	\$ 58,954
	Modifications/Alterations to existing system									
I	0-5,000 square feet		7.50	\$ 147	\$ 1,105	\$ 348	31%	9	\$ 3,132	\$ 9,948
I	5,001-15,000 square feet		9.00	\$ 147	\$ 1,326	\$ 418	32%	4	\$ 1,672	\$ 5,306
I	15,001-30,000 square feet		10.50	\$ 147	\$ 1,548	\$ 488	32%	1	\$ 488	\$ 1,548
I	> 30,001 square feet (each additional 10k square feet)		2.00	\$ 147	\$ 295	\$ 186	63%	1	\$ 186	\$ 295
I	Automatic Fire Extinguishing System Other than Fire Sprinkler		3.00	\$ 147	\$ 442	\$ 279	63%	1	\$ 279	\$ 442
new	Install/Modification Fire Pump and Related Equipment		11.50	\$ 147	\$ 1,695	\$ -	0%	0	\$ -	\$ -
	Install/Modification Standpipe System Class I, II,III		8.75	\$ 147	\$ 1,290	\$ 767	59%	0	\$ -	\$ -
I	Battery Systems		6.00	\$ 147	\$ 884	\$ 558	63%	0	\$ -	\$ -
R	Battery Systems		3.00	\$ 147	\$ 442	\$ 186	42%	1	\$ 186	\$ 442
	Building Plan Review / Inspection									
	Commercial Tenant Improvement		8.00	\$ 147	\$ 1,179	\$ 496	42%	106	\$ 52,576	\$ 124,982
	New Commercial/Multifamily/Mixed Use		11.50	\$ 147	\$ 1,695	\$ 1,069	63%	94	\$ 100,486	\$ 159,323
new	1 or 2 Family Dwelling		2.50	\$ 147	\$ 368	\$ -	0%	125	\$ -	\$ 46,058
new	Gates and Barricades Across Fire Apparatus Access Roads		4.25	\$ 147	\$ 626	\$ -	0%	32	\$ -	\$ 20,044
I	Business License Inspection (not requiring operational permit)		1.50	\$ 147	\$ 221	\$ 186	84%	121	\$ 22,506	\$ 26,750

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Candles / Open Flames		3.00	\$ 147	\$ 442	\$ 279	63%	0	\$ -	\$ -
R	Candles/ Open Flames		2.25	\$ 147	\$ 332	\$ 139	42%	2	\$ 278	\$ 663
New I	Carbon Dioxide Systems/Beverage Dispensing		4.25	\$ 147	\$ 626	\$ -	0%	0	\$ -	\$ -
New R	Carbon Dioxide Systems/Beverage Dispensing		2.00	\$ 147	\$ 295	\$ -	0%	0	\$ -	\$ -
I	Carnival and Fairs		2.50	\$ 147	\$ 368	\$ 232	63%	2	\$ 464	\$ 737
new R	Carnival and Fairs		1.50	\$ 147	\$ 221	\$ -	0%	0	\$ -	\$ -
I	Cellulose Nitrate Film		5.00	\$ 147	\$ 737	\$ 465	63%	0	\$ -	\$ -
R	Cellulose Nitrate Film		3.00	\$ 147	\$ 442	\$ 186	42%	0	\$ -	\$ -
I	Combustible dust producing operation		8.00	\$ 147	\$ 1,179	\$ 744	63%	1	\$ 744	\$ 1,179
R	Combustible dust producing operation		3.00	\$ 147	\$ 442	\$ 186	42%	6	\$ 1,116	\$ 2,653
I	Combustible Fibers		5.00	\$ 147	\$ 737	\$ 465	63%	0	\$ -	\$ -
R	Combustible Fibers		3.00	\$ 147	\$ 442	\$ 186	42%	1	\$ 186	\$ 442
I	Miscellaneous Combustible Materials		5.00	\$ 147	\$ 737	\$ 465	63%	1	\$ 465	\$ 737
R	Miscellaneous Combustible Materials		3.00	\$ 147	\$ 442	\$ 186	42%	6	\$ 1,116	\$ 2,653

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Commercial Cooking Fire Suppression System (etc.,)		8.00	\$ 147	\$ 1,179	\$ 744	63%	10	\$ 7,440	\$ 11,791
I	Commercial Rubbish/Waste Handling		3.00	\$ 147	\$ 442	\$ 279	63%	0	\$ -	\$ -
R	Commercial Rubbish/Waste Handling		2.00	\$ 147	\$ 295	\$ 124	42%	0	\$ -	\$ -
I	Compressed Gas Corrosive		7.25	\$ 147	\$ 1,069	\$ 674	63%	0	\$ -	\$ -
R	Compressed Gas Corrosive		3.25	\$ 147	\$ 479	\$ 201	42%	0	\$ -	\$ -
I	Compressed Gas Toxic		6.75	\$ 147	\$ 995	\$ 627	63%	0	\$ -	\$ -
R	Compressed Gas Toxic		2.75	\$ 147	\$ 405	\$ 170	42%	0	\$ -	\$ -
I	Compressed Gas Flammable		7.25	\$ 147	\$ 1,069	\$ 674	63%	0	\$ -	\$ -
R	Compressed Gas Flammable		3.25	\$ 147	\$ 479	\$ 201	42%	2	\$ 402	\$ 958
I	Compressed Gas Highly Toxic		6.75	\$ 147	\$ 995	\$ 627	63%	0	\$ -	\$ -
R	Compressed Gas Highly Toxic		2.75	\$ 147	\$ 405	\$ 170	42%	0	\$ -	\$ -
I	Compressed Gas Inert		6.75	\$ 147	\$ 995	\$ 627	63%	3	\$ 1,881	\$ 2,985
R	Compressed Gas Inert		2.75	\$ 147	\$ 405	\$ 170	42%	0	\$ -	\$ -
I	Compressed Gas Oxidizer		6.75	\$ 147	\$ 995	\$ 627	63%	0	\$ -	\$ -

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
R	Compressed Gas Oxidizer		2.75	\$ 147	\$ 405	\$ 170	42%	0	\$ -	\$ -
I	Covered Mall Buildings/Placement of retail fixtures, concession, displays.		5.25	\$ 147	\$ 774	\$ 488	63%	0	\$ -	\$ -
I	Covered Mall Buildings/Display of liquid gas fire equipment.		5.25	\$ 147	\$ 774	\$ 488	63%	0	\$ -	\$ -
I	Covered Mall Buildings/Use of open flame or flame producing equipment in a ma		4.25	\$ 147	\$ 626	\$ 395	63%	0	\$ -	\$ -
R	Covered Mall Buildings/Use of open flame or flame producing equipment in a ma		2.50	\$ 147	\$ 368	\$ 155	42%	0	\$ -	\$ -
I	Copying/File Papers.		1.50	\$ 147	\$ 221	\$ 186	84%	0	\$ -	\$ -
I	Cryogenic Fluids Physical or Health Hazard		7.25	\$ 147	\$ 1,069	\$ 674	63%	0	\$ -	\$ -
R	Cryogenic Fluids Physical or Health Hazard		3.25	\$ 147	\$ 479	\$ 215	45%	0	\$ -	\$ -
I	Cryogenic Fluids Flammable		7.25	\$ 147	\$ 1,069	\$ 674	63%	0	\$ -	\$ -
R	Cryogenic Fluids Flammable		3.25	\$ 147	\$ 479	\$ 215	45%	0	\$ -	\$ -
I	Cryogenic Fluids Inert		7.25	\$ 147	\$ 1,069	\$ 674	63%	0	\$ -	\$ -
R	Cryogenic Fluids Inert		3.25	\$ 147	\$ 479	\$ 215	45%	0	\$ -	\$ -
I	Cryogenic Fluids Oxidizer		7.25	\$ 147	\$ 1,069	\$ 674	63%	0	\$ -	\$ -
R	Cryogenic Fluids Oxidizer		3.25	\$ 147	\$ 479	\$ 215	45%	0	\$ -	\$ -



CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Cutting and Welding		5.00	\$ 147	\$ 737	\$ 465	63%	0	\$ -	\$ -
R	Cutting and Welding		3.00	\$ 147	\$ 442	\$ 186	42%	6	\$ 1,116	\$ 2,653
I	Dry Cleaning Plant		4.50	\$ 147	\$ 663	\$ 418	63%	0	\$ -	\$ -
R	Dry Cleaning Plant		2.50	\$ 147	\$ 368	\$ 155	42%	3	\$ 465	\$ 1,105
I	Explosive / Blasting Agents/ Small arms, model rockets, small arms ammunition retailer		7.00	\$ 147	\$ 1,032	\$ 651	63%	0	\$ -	\$ -
R	Explosive / Blasting Agents Small arms, model rockets, small arms ammunition retailer		3.00	\$ 147	\$ 442	\$ 186	42%	0	\$ -	\$ -
I	Exhibition / Trade Shows – Per Event		6.00	\$ 147	\$ 884	\$ 558	63%	0	\$ -	\$ -
R	Exhibition / Trade Shows – Continuous Event		3.00	\$ 147	\$ 442	\$ 186	42%	0	\$ -	\$ -
	Fire Alarm Systems:									
	Inspections/New Systems									
I	0 - 5,000 square feet		8.00	\$ 147	\$ 1,179	\$ 745	63%	5	\$ 3,725	\$ 5,895
I	5,001 - 15,000 square feet		11.00	\$ 147	\$ 1,621	\$ 1,023	63%	2	\$ 2,046	\$ 3,242
I	15,001 - 30,000 square feet		12.00	\$ 147	\$ 1,769	\$ 1,116	63%	2	\$ 2,232	\$ 3,537
I	> 30,0001 square feet (each additional 10K square feet)		2.00	\$ 147	\$ 295	\$ 560	190%	2	\$ 1,120	\$ 590
	Modification/Alterations to existing Fire Alarm Systems:									
I	0 - 5,000 square feet		3.00	\$ 147	\$ 442	\$ 279	63%	4	\$ 1,116	\$ 1,769
I	5,001 - 15,000 square feet		4.50	\$ 147	\$ 663	\$ 418	63%	2	\$ 836	\$ 1,326

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	15,001 - 30,000 square feet		6.00	\$ 147	\$ 884	\$ 560	63%	0	\$ -	\$ -
I	> 30,0001 square feet (each additional 10K square feet)		2.00	\$ 147	\$ 295	\$ 185	63%	0	\$ -	\$ -
	Fire Alarm - Water Flow Sprinkler System (per riser)		3.00	\$ 147	\$ 442	\$ 280	63%	7	\$ 1,960	\$ 3,095
I	Fire Flow Test - Field Testing		2.67	\$ 147	\$ 394	\$ 248	63%	8	\$ 1,984	\$ 3,148
I	Fire Hydrant Underground System/Per Each Fire Hydrant Public System		2.75	\$ 147	\$ 405	\$ 285	70%	7	\$ 1,995	\$ 2,837
I	Fire Hydrant/Underground System/Per Each Fire Hydrant Private System Plan Review Installation Inspections		3.00	\$ 147	\$ 442	\$ 279	63%	5	\$ 1,395	\$ 2,211
R	Fire Hydrant Underground System/Per Each Fire Hydrant Private system annual permit.		1.75	\$ 147	\$ 258	\$ 108	42%	17	\$ 1,836	\$ 4,385
I	Fireworks/Display		6.50	\$ 147	\$ 958	\$ 674	70%	18	\$ 12,132	\$ 17,244
I	Flammable / Combustible Liquid, Pipeline		5.00	\$ 147	\$ 737	\$ 465	63%	0	\$ -	\$ -
R	Flammable / Combustible Liquid, Pipeline		3.00	\$ 147	\$ 442	\$ 186	42%	0	\$ -	\$ -
I	Flammable/Combustible Liquids Containers, Drums.		6.00	\$ 147	\$ 884	\$ 558	63%	1	\$ 558	\$ 884
R	Flammable/Combustible Liquids Containers, Drums.		3.50	\$ 147	\$ 516	\$ 217	42%	7	\$ 1,519	\$ 3,611
I	Floor Finishing		4.25	\$ 147	\$ 626	\$ 395	63%	0	\$ -	\$ -

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Fruit and Crop Ripening		5.50	\$ 147	\$ 811	\$ 511	63%	0	\$ -	\$ -
R	Fruit and Crop Ripening		3.50	\$ 147	\$ 516	\$ 217	42%	2	\$ 434	\$ 1,032
I	Fumigation / Insecticide Fogging		5.00	\$ 147	\$ 737	\$ 465	63%	1	\$ 465	\$ 737
I	Hazardous Materials Oxidizing		6.00	\$ 147	\$ 884	\$ 558	63%	1	\$ 558	\$ 884
R	Hazardous Materials Oxidizing		3.00	\$ 147	\$ 442	\$ 190	43%	4	\$ 760	\$ 1,769
I	Hazardous Materials Water Reactive		6.00	\$ 147	\$ 884	\$ 558	63%	0	\$ -	\$ -
R	Hazardous Materials Water Reactive		3.00	\$ 147	\$ 442	\$ 190	43%	2	\$ 380	\$ 884
I	Hazardous Materials Corrosive		6.00	\$ 147	\$ 884	\$ 558	63%	0	\$ -	\$ -
R	Hazardous Materials Corrosive		3.00	\$ 147	\$ 442	\$ 190	43%	3	\$ 570	\$ 1,326
I	Hazardous Materials Flammable Solid		6.00	\$ 147	\$ 884	\$ 558	63%	0	\$ -	\$ -
R	Hazardous Materials Flammable Solid		3.00	\$ 147	\$ 442	\$ 190	43%	0	\$ -	\$ -
I	Hazardous Materials Highly Toxic		7.00	\$ 147	\$ 1,032	\$ 651	63%	0	\$ -	\$ -
R	Hazardous Materials Highly Toxic		3.00	\$ 147	\$ 442	\$ 190	43%	0	\$ -	\$ -
I	Hazardous Materials Toxic		6.00	\$ 147	\$ 884	\$ 558	63%	0	\$ -	\$ -

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
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			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
R	Hazardous Materials Toxic		3.00	\$ 147	\$ 442	\$ 190	43%	2	\$ 380	\$ 884
I	Hazardous Material Organic Peroxide		7.00	\$ 147	\$ 1,032	\$ 651	63%	0	\$ -	\$ -
R	Hazardous Material Organic Peroxide		3.00	\$ 147	\$ 442	\$ 190	43%	0	\$ -	\$ -
I	Hazardous Material Pyrophoric		7.00	\$ 147	\$ 1,032	\$ 651	63%	0	\$ -	\$ -
R	Hazardous Material Pyrophoric		3.00	\$ 147	\$ 442	\$ 190	43%	0	\$ -	\$ -
I	Hazardous Material Unstable Reactive		7.00	\$ 147	\$ 1,032	\$ 651	63%	0	\$ -	\$ -
R	Hazardous Material Unstable Reactive		3.00	\$ 147	\$ 442	\$ 190	43%	1	\$ 190	\$ 442
I	HPM Facility		7.50	\$ 147	\$ 1,105	\$ 697	63%	0	\$ -	\$ -
R	HPM Facility		3.50	\$ 147	\$ 516	\$ 217	42%	0	\$ -	\$ -
I	High Piled Storage		7.25	\$ 147	\$ 1,069	\$ 674	63%	4	\$ 2,696	\$ 4,274
R	High Piled Storage		3.25	\$ 147	\$ 479	\$ 201	42%	8	\$ 1,608	\$ 3,832
I	High Rise Building		10.75	\$ 147	\$ 1,584	\$ 999	63%	0	\$ -	\$ -
R	High Rise Building		4.75	\$ 147	\$ 700	\$ 294	42%	0	\$ -	\$ -
I	Hot Works Operation		5.00	\$ 147	\$ 737	\$ 465	63%	1	\$ 465	\$ 737

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
R	Hot Works Operation		3.00	\$ 147	\$ 442	\$ 186	42%	5	\$ 930	\$ 2,211
I	Licensed Care Facility (1-6) State and County License Mandated		6.00	\$ 147	\$ 884	\$ 558	63%	2	\$ 1,116	\$ 1,769
R	Licensed Care Facility (1-6) State and County License Mandated		3.00	\$ 147	\$ 442	\$ 186	42%	6	\$ 1,116	\$ 2,653
I	Licensed Care Facility (7-49) State and County License Mandated		7.50	\$ 147	\$ 1,105	\$ 697	63%	5	\$ 3,485	\$ 5,527
R	Licensed Care Facility (7-49) State and County License Mandated		3.50	\$ 147	\$ 516	\$ 217	42%	34	\$ 7,378	\$ 17,539
I	Licensed Care Facility (50+) State and County License Mandated		9.00	\$ 147	\$ 1,326	\$ 837	63%	2	\$ 1,674	\$ 2,653
R	Licensed Care Facility (50+) State and County License Mandated		4.00	\$ 147	\$ 590	\$ 257	44%	5	\$ 1,285	\$ 2,948
I	Liquid Gas Fuel / Vehicle Display in Assembly Buildings		4.50	\$ 147	\$ 663	\$ 418	63%	0	\$ -	\$ -
I	Lumber Yard/and Woodworking Plants		6.25	\$ 147	\$ 921	\$ 581	63%	0	\$ -	\$ -
R	Lumber Yard/and Woodworking Plants		3.25	\$ 147	\$ 479	\$ 201	42%	0	\$ -	\$ -
I	LP-GAS – Residential Installation		5.50	\$ 147	\$ 811	\$ 511	63%	0	\$ -	\$ -

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	LP-GAS- Commercial		7.25	\$ 147	\$ 1,069	\$ 674	63%	1	\$ 674	\$ 1,069
R	LP-GAS - Commercial		3.25	\$ 147	\$ 479	\$ 201	42%	9	\$ 1,809	\$ 4,311
I	<del>Letter of Non-compliance</del>		2.00	\$ 147	<del>\$ 295</del>	<del>\$ 248</del>	84%	0	\$ -	\$ -
I	Live Audiences/State Fire Marshal In Production Facilities, Studios and Sound Stages.		7.75	\$ 147	\$ 1,142	\$ 720	63%	0	\$ -	\$ -
R	Live Audiences/State Fire Marshal In Production Facilities, Studios and Sound Stages.		3.75	\$ 147	\$ 553	\$ 232	42%	0	\$ -	\$ -
I	Magnesium	[3]	5.00	\$ 147	\$ 737	\$ 465	63%	0	\$ -	\$ -
R	Magnesium		3.00	\$ 147	\$ 442	\$ 186	42%	0	\$ -	\$ -
I	Miscellaneous Items Not Otherwise Specified (per hour)	[3]	1.00	\$ 147	\$ 147	\$ 124	84%	4	\$ 496	\$ 590
I	Motor Vehicle Fuel Dispensing Installation/Start-up 0 to 5,000 sq. ft.		7.50	\$ 147	\$ 1,105	\$ 697	63%	2	\$ 1,394	\$ 2,211
	Over 5,000 square feet (per square foot)		9.50	\$ 147	\$ 1,400	\$ 885	63%	0	\$ -	\$ -
R	Motor Vehicle Fuel Dispensing		3.50	\$ 147	\$ 516	\$ 217	42%	2	\$ 434	\$ 1,032
I	Open Flames and Torches Remove finish or use in wildfire risk area		4.25	\$ 147	\$ 626	\$ 395	63%	0	\$ -	\$ -
R	Open Flames and Torches		2.50	\$ 147	\$ 368	\$ 155	42%	0	\$ -	\$ -

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	Remove finish or use in wildfire risk area									
I	Open Flames and Candles In assembly, dining, restaurant or drinking establishments		5.00	\$ 147	\$ 737	\$ 465	63%	0	\$ -	\$ -
R	Open Flames and Candles In assembly, dining, restaurant or drinking establishments		3.00	\$ 147	\$ 442	\$ 186	42%	0	\$ -	\$ -
I	Organic Coatings		7.00	\$ 147	\$ 1,032	\$ 651	63%	0	\$ -	\$ -
R	Organic Coatings		3.50	\$ 147	\$ 516	\$ 356	69%	0	\$ -	\$ -
I	Oven – Industrial		6.50	\$ 147	\$ 958	\$ 604	63%	0	\$ -	\$ -
R	Oven – Industrial		3.00	\$ 147	\$ 442	\$ 186	42%	0	\$ -	\$ -
I	Parade Float – Per Event		3.00	\$ 147	\$ 442	\$ 185	42%	0	\$ -	\$ -
I	Photovoltaic System - Plan Review and Inspection									
	Residential Permit (First 15KW)		2.00	\$ 147	\$ 295	\$ 248	84%	141	\$ 34,968	\$ 41,562
	> 15KW per KW		0.08	\$ 147	\$ 12	\$ -	0%	20	\$ -	\$ 245
	Commercial Permit									
	Up to 50KW		8.00	\$ 147	\$ 1,179	\$ 496	n/a	22	\$ 10,912	\$ 25,940
	51 to 250KW (Per KW)		0.08	\$ 147	\$ 12	\$ -	n/a		\$ -	\$ -
	> 250KW (Per KW)		0.08	\$ 147	\$ 12	\$ -	n/a		\$ -	\$ -
I	Place of Assembly (50-100)		4.25	\$ 147	\$ 626	\$ 395	63%	10	\$ 3,950	\$ 6,264

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
R	Place of Assembly (50-100)		2.00	\$ 147	\$ 295	\$ 395	134%	0	\$ -	\$ -
I	Place of Assembly (101-300)		4.75	\$ 147	\$ 700	\$ 440	63%	10	\$ 4,400	\$ 7,001
R	Place of Assembly (101-300)		2.25	\$ 147	\$ 332	\$ 440	133%	0	\$ -	\$ -
I	Place of Assembly (301+)		6.00	\$ 147	\$ 884	\$ 560	63%	6	\$ 3,360	\$ 5,306
R	Place of Assembly (301+)		2.50	\$ 147	\$ 368	\$ 560	152%	0	\$ -	\$ -
I	Plan Review Accelerated/Expedited (per hour, 2 hour minimum)		1.00	\$ 147	\$ 147	\$ 124	84%	10	\$ 1,240	\$ 1,474
I	Plan Resubmittal Fee: Charge for 3rd resubmittal and each subsequent submittal (per submittal)		3.00	\$ 147	\$ 442	\$ 248	56%	2	\$ 496	\$ 884
I	Plan Review As Built/Re-stamp plans		3.00	\$ 147	\$ 442	\$ 279	63%	0	\$ -	\$ -
I	Production Facilities/Additional Permits		7.50	\$ 147	\$ 1,105	\$ 697	63%	0	\$ -	\$ -
R	Production Facilities/Additional Permits		3.50	\$ 147	\$ 516	\$ 217	42%	0	\$ -	\$ -
I	Pyrotechnics and Special Effects/State Fire Marshal Television, Motion Picture.		6.75	\$ 147	\$ 995	\$ 697	70%	1	\$ 697	\$ 995
R	Pyrotechnics and Special Effects/State Fire Marshal Television, Motion Picture.		3.50	\$ 147	\$ 516	\$ 217	42%	0	\$ -	\$ -
new	Radio Building Amplification System		4.00	\$ 147	\$ 590	\$ -	0%	2	\$ -	\$ 1,179



CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Residential Hotel / Motel / Apartments 3 thru 20 dwelling units		6.00	\$ 147	\$ 884	\$ 558	63%	4	\$ 2,232	\$ 3,537
R	Residential Hotel / Motel / Apartments 3 thru 20 dwelling units		3.50	\$ 147	\$ 516	\$ 217	42%	21	\$ 4,557	\$ 10,833
I	Residential Hotel / Motel / Apartments 21 to 50 dwelling units		7.50	\$ 147	\$ 1,105	\$ 697	63%	2	\$ 1,394	\$ 2,211
R	Residential Hotel / Motel / Apartments 21 to 50 dwelling units		3.50	\$ 147	\$ 516	\$ 217	42%	10	\$ 2,170	\$ 5,158
I	Residential Hotel / Motel / Apartments More than 50 dwelling units.		7.75	\$ 147	\$ 1,142	\$ 720	63%	1	\$ 720	\$ 1,142
R	Residential Hotel / Motel / Apartments More than 50 dwelling units.		3.75	\$ 147	\$ 553	\$ 232	42%	9	\$ 2,088	\$ 4,974
I	Refrigeration Equipment		5.50	\$ 147	\$ 811	\$ 511	63%	0	\$ -	\$ -
R	Refrigeration Equipment		2.50	\$ 147	\$ 368	\$ 155	42%	3	\$ 465	\$ 1,105
new	Reinspection fee: Charge for 3rd reinspection and each subsequent re-inspection (Reinspection Fee/New Construction Not Ready or Cannot be approved during regular scheduled inspection; failure to pass)		1.00	\$ 147	\$ 147	\$ 248	168%	0	\$ -	\$ -

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Repair Garages		6.75	\$ 147	\$ 995	\$ 627	63%	9	\$ 5,643	\$ 8,954
R	Repair Garages		3.50	\$ 147	\$ 516	\$ 217	42%	9	\$ 1,953	\$ 4,643
I	Spraying / Dipping Operation		6.25	\$ 147	\$ 921	\$ 581	63%	5	\$ 2,905	\$ 4,606
R	Spraying / Dipping Operation		3.00	\$ 147	\$ 442	\$ 186	42%	2	\$ 372	\$ 884
I	Standpipe Systems Within Single Building		8.25	\$ 147	\$ 1,216	\$ 767	63%	0	\$ -	\$ -
I	Storage Tank - Aboveground/Hazardous Materials Removal – First Tank		6.25	\$ 147	\$ 921	\$ 581	63%	1	\$ 581	\$ 921
I	Storage Tank – Aboveground/Hazardous Materials Removal – Additional Tanks		2.42	\$ 147	\$ 357	\$ 225	63%	0	\$ -	\$ -
I	Storage Tank - AST/Hazardous Materials Permanent or temporary.		7.25	\$ 147	\$ 1,069	\$ 674	63%	2	\$ 1,348	\$ 2,137
R	Storage Tank – AST/Hazardous Materials Permanent or temporary.		2.75	\$ 147	\$ 405	\$ 170	42%	7	\$ 1,190	\$ 2,837
I	Storage Tank – Underground/Hazardous Material Removal – First Tank		3.92	\$ 147	\$ 578	\$ 364	63%	0	\$ -	\$ -
I	Storage Tank – Underground Hazardous Material Removal – Additional Tanks		2.42	\$ 147	\$ 357	\$ 225	63%	0	\$ -	\$ -

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
I	Smoke Verification Unit 1-6 unit		2.00	\$ 147	\$ 295	\$ 124	42%	0	\$ -	\$ -
	Per unit for each unit over 6		0.25	\$ 147	\$ 37	\$ 15	41%	0	\$ -	\$ -
I	Special Events Application Processing (actual event time billed at hourly rate)		1.50	\$ 147	\$ 221	\$ 186	84%	46	\$ 8,556	\$ 10,170
I	Temporary Structures – Tents / Canopies		4.00	\$ 147	\$ 590	\$ 411	70%	103	\$ 42,333	\$ 60,722
I	Tire Storage		5.50	\$ 147	\$ 811	\$ 511	63%	1	\$ 511	\$ 811
R	Tire Storage		3.50	\$ 147	\$ 516	\$ 217	42%	5	\$ 1,085	\$ 2,579
I	Vapor Expansion Tanks		7.25	\$ 147	\$ 1,069	\$ 674	63%	0	\$ -	\$ -
I	Waste Handling/wrecking Yards, Junk Yards, Waste Material		6.50	\$ 147	\$ 958	\$ 604	63%	0	\$ -	\$ -
R	Waste Handling/wrecking Yards, Junk Yards, Waste Material		3.50	\$ 147	\$ 516	\$ 217	42%	1	\$ 217	\$ 516
I	Wood Products		4.50	\$ 147	\$ 663	\$ 418	63%	0	\$ -	\$ -
R	Wood Products		2.50	\$ 147	\$ 368	\$ 155	42%	1	\$ 155	\$ 368
I	Work commencing before permit issuance <i>(placeholder for MFS - not analyzed as part of this scope)</i>									
	Policy - 300 percent of normal cost of permit									
	CPR Training		8.00	\$ 147	\$ 1,179	\$ 992	84%	0	\$ -	\$ -
	CERT Training		20.00	\$ 147	\$ 2,948	\$ 2,480	84%	0	\$ -	\$ -

CITY OF INDIO  
 FIRE PREVENTION USER & REGULATORY FEE ANALYSIS  
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

APPENDIX A.5

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	Copy Service - per page <i>(placeholder for MFS - not analyzed as part of this scope)</i>									
	Fire Department Equipment Costs: <i>(placeholder for MFS - not analyzed as part of this scope)</i>									
	Fire Engine - per hour									
	Aerial Truck - per hour									
	Paramedic Ambulance - per hour									
	Administration Vehicle - per hour									
<b>TOTAL</b>									<b>461,623</b>	<b>867,655</b>

**[Notes]**

- [1] Agency comments include Conditional Use Permits, EIR, Design Review, Hazardous
- [2] Operational permit consolidation - 1st permit (highest \$ value) at adopted fee, subsequent permits, at the same location, calculated at 75% of the adopted fee.
- [3] For items not included elsewhere in the fee list, the City Manager or City Manager's designee (Fire Marshal), may establish a reasonable fee amount based on the estimated or actual amount of time required to process the request

## ***APPENDIX A.6***

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### ***Cost of Service Analysis – Community Services***

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
1	<b>Special Event Permits</b>	[4]								
	Special Events - No Concert		20.00	\$ 257	\$ 5,146	\$ 3,503	68%	0	\$ -	\$ -
	Category 1 Events	[1]								
	16+ weeks in advance		20.00	\$ 257	\$ 5,146	\$ 2,002	39%	2	\$ 4,004	\$ 10,292
	12-15 weeks in advance		20.00	\$ 257	\$ 5,146	\$ 2,002	39%		\$ -	\$ -
	8-11 weeks in advance		20.00	\$ 257	\$ 5,146	\$ 2,002	39%	17	\$ 34,034	\$ 87,484
	Category 2 Events	[2]	5.00	\$ 257	\$ 1,287	\$ 3,503	272%		\$ -	\$ -
	Category 3 Events	[3]	2.00	\$ 257	\$ 515	\$ 2,002	389%		\$ -	\$ -
	DSUSD Events		2.00	\$ 257	\$ 515	\$ 2,002	389%		\$ -	\$ -
	Special Event Review Request from Other City Department		1.00	\$ 257	\$ 257	\$ -	0%	0	\$ -	\$ -
2	<b>Garage Sale</b>		0.08	\$ 257	\$ 21	\$ 10	49%			
	Plus: Signage costs				\$ 2					
	<b>Subtotal</b>				\$ 23	\$ 10		2,220	\$ 22,200	\$ 49,997
3	<b>Circus, Carnival, Auctions, Outdoor or Tent Meetings</b>		20.00	\$ 257	\$ 5,146	\$ 2,002	39%	0	\$ -	\$ -
	<b>City Staff / Department Assistance at Special Events</b>									
	Determined per the adopted fully burdened hourly rate for each department / Division involved									
<b>TOTAL</b>									\$ 60,238	\$ 147,773

[Notes]

- [1] Category 1: Recreation, Competition/Contests, Spectator Sports, Athletic Events, Circuses, Fairs, and Carnivals, Food-related Events.  
Category 2: Events not included in Category 1, which require a permit from
- [2] Building and Safety and/or the Fire Department for the placement of a tent, canopy, or other temporary structure.  
Category 3: Events not included in Category 1 or 2 which do not require a permit
- [3] from Building and Safety and/or the Fire Department (e.g. marches, parades, demonstrations, fundraiser events or walks).
- [4] Fee from other departments may be applied.

## ***APPENDIX A.7***

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### ***Cost of Service Analysis – Police***

CITY OF INDIO  
 POLICE DEPARTMENT  
 Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.7

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	<b>Fingerprinting</b>									
1	Fingerprinting									
	a) Support Services Personnel		0.25	\$ 132	\$ 33					
	b) Sworn Personnel		0.42	\$ 173	\$ 72					
	<b>Total</b>		<b>0.67</b>		<b>\$ 105</b>	<b>\$ 63</b>	60%	<b>128</b>	<b>\$ 8,064</b>	<b>\$ 13,454</b>
	<b>Police Reports</b>									
2	Incident/Crime Report									
	a) Support Services Personnel	[2]	0.33	\$ 132	\$ 44	\$0.25 per page	%	0	\$ -	\$ -
3	Traffic Collision									
	a) Support Services Personnel	[2]	0.22	\$ 132	\$ 29	\$0.25 per page	%	1,807	\$ -	\$ 52,627
4	Photos									
	a) Support Services Personnel		0.33	\$ 132	\$ 44	\$ 27	61%	0	\$ -	\$ -
	<b>Background Letter</b>									
5	Background Letter									
	a) Support Services Personnel		0.33	\$ 132	\$ 44	\$ 27	61%	62	\$ 1,674	\$ 2,736
	<b>Vehicles</b>									
6	Abatement of Dismantled and Abandoned Vehicles									
	a) Support Services Personnel		0.00	\$ 132	\$ -					
	b) Code Enforcement Personnel		2.50	\$ 131	\$ 329					
	<b>Total</b>		<b>2.50</b>		<b>\$ 329</b>	<b>\$ 123</b>	<b>37%</b>	<b>400</b>	<b>\$ 49,200</b>	<b>\$ 131,484</b>
7	Auto Repossession									
	a) Support Services Personnel	[3]	0.33	\$ 132	\$ 44	\$ 15	34%	132	\$ 1,980	\$ 5,825
8	Vehicle Impound									
	a) Support Services Personnel		0.33	\$ 132	\$ 44					
	b) Sworn Personnel		0.50	\$ 173	\$ 86					



CITY OF INDIO  
 POLICE DEPARTMENT  
 Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.7

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Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
	c) Tow Fee (per MOU)		n/a	\$ -	\$ 265					
	<b>Total</b>		<b>0.83</b>		<b>\$ 396</b>	<b>\$ 265</b>	<b>67%</b>	<b>635</b>	<b>\$ 168,275</b>	<b>\$ 251,168</b>
9	Golf Cart Transportation Program (per Cart)									
	a) Support Services Personnel		0.08	\$ 132	\$ 11	\$ 9	82%	1	\$ 9	\$ 11
	<b>Permit to Carry a Concealed Weapon</b>									
10	Initial									
	a) Support Services Personnel		1.00	\$ 132	\$ 132					
	b) Sworn Personnel		8.00	\$ 173	\$ 1,383					
	<b>Total</b>		<b>9.00</b>		<b>\$ 1,515</b>	<b>\$ 100</b>	<b>7%</b>	<b>10</b>	<b>\$ 1,000</b>	<b>\$ 15,150</b>
11	Renewal									
	a) Support Services Personnel		0.50	\$ 132	\$ 66					
	b) Sworn Personnel		4.00	\$ 173	\$ 691					
	<b>Total</b>		<b>4.50</b>		<b>\$ 757</b>	<b>\$ 25</b>	<b>3%</b>	<b>5</b>	<b>\$ 125</b>	<b>\$ 3,787</b>
12	Extra Card									
	a) Support Services Personnel		0.50	\$ 132	\$ 66	\$ 25	38%	0	\$ -	\$ -
13	Permit Changes									
	a) Support Services Personnel		0.33	\$ 132	\$ 44	\$ 10	23%	0	\$ -	\$ -
	<b>Response</b>									
14	Subpoena	[3]								
	a) Sworn Personnel					\$ 275			\$ -	\$ -
15	DUI Emergency Response									
	a) Sworn Personnel		4.00	\$ 173	\$ 691	\$ 556	80%	39	\$ 21,684	\$ 26,961
	<b>Code Enforcement</b>									
16	Off-Site Sign Permit		1.00	\$ 131	\$ 131	\$ 60	46%	50	\$ 3,000	\$ 6,574

CITY OF INDIO  
 POLICE DEPARTMENT  
 Cost Estimation for Providing Fee Related Activities and Services

APPENDIX A.7

Draft Copy - Do not Cite / Distribute

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis		Annual Estimated Revenue Analysis		
			Estimated Average Labor Time Per Activity (hours)	FBHR	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Estimated Volume of Activity	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee
17	Code Enforcement Inspection		2.00	\$ 131	\$ 263	\$ -	0%	500	\$ -	\$ 131,484
18	Litigation Guarantee	[5]	1.00	\$ 131	\$ 131	\$ -	0%	25	\$ -	\$ 3,287
19	Property Title Report	[6]	0.25	\$ 131	\$ 33	\$ -	0%	120	\$ -	\$ 3,945
20	Public Nuisance Hearing	[4]	3.00	\$ 131	\$ 394	\$ -	0%	100	\$ -	\$ 39,445
21	Administrative Citation and Cost Recovery	[7]						500	\$ -	\$ -
22	Abandoned / Vacant Property Registration	[8]				New \$150; Renewal \$100				
<b>TOTAL</b>									<b>255,011</b>	<b>687,939</b>

**[Notes]**

- [1] This fee is a City administrative fee only. Actual costs of background check will be passed through to applicant in addition to this charge.
- [2] This fee is regulated by the State Public Records Act.
- [3] Regulated by City Statute.
- [4] This fee is a City administrative fee only. Hearing Officer charge will be passed through to the responsible party in addition to this charge.
- [5] This fee is a City administrative fee only. Actual costs of the title report will be passed through to the responsible party in addition to this charge.
- [6] This fee is a City administrative fee only. Actual costs of the property report will be passed through to the responsible party in addition to this charge.
- [7] Costs of administrative citation processing passed through to responsible party, per existing vendor agreement with City
- [8] Fees Set per Council Reso. 9284; NBS did not evaluate

## ***APPENDIX B.1***

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### ***Comparative Fee Survey – Finance***

Fee No.	Fee Description	City of Indio		Comparative Agencies					
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta	
1	Business License Application - new	\$ 60	\$ 60	\$ 48	\$ 29	\$25.25 - \$3,867-.50 Fee Varies Based on Class (A-G) and Gross Receipt	\$25-\$800	\$15-\$2,250	
2	Business License Application – renewal	\$ 20	\$ 20	\$ 34	\$ 19				
3	Business License - Administration (changes)	\$ 15	\$ 15	No Comparison	No Comparison				No Comparison
4	Business License - Additional Stickers (cost of sticker)	\$ 1.50	\$ 2	No Comparison	No Comparison				No Comparison
6	Business License - Duplicate License	\$ 5	\$ 5	No Comparison	No Comparison				\$ 5
7	Business License - Itinerant License	\$ 4	\$ 4	No Comparison	No Comparison				No Comparison
8	Business License - Location Transfer	\$ 15	\$ 15	\$ -	No Comparison				No Comparison
9	Alarm Permit Application – new	\$ 30	\$ 30	No Comparison	No Comparison				No Comparison
10	Alarm Permit Application – renewal	\$ 20	\$ 20	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison	
11	Bingo - new	\$ 50	\$ 50	No Comparison	\$ 58	No Comparison	No Comparison	No Comparison	
12	Bingo - renewal	\$ 50	\$ 50	No Comparison	\$ 58	No Comparison	No Comparison	No Comparison	
13	Returned Check Fee - First Item	\$ 25	\$ 25	\$ 25	\$ 26	No Comparison	No Comparison	No Comparison	
14	Returned Check Fee - Each Additional Item	\$ 35	\$ 35	\$ 35	\$ 36	No Comparison	No Comparison	No Comparison	
15	Copies	\$ 0.10	\$ 0	\$0.50 / \$0.10 for FPPC per page	\$0.10 per page over 10 pages	No Comparison	\$0.10 per copy	\$0.10 per copy	

Notes

- [1] Source: "Desert Hot Springs fi Fee Schedule 06.28.17AP.pdf"
- [2] Source: "Palm Springs\_ComprehensiveFeeSchedule 06.28.17 AP.pdf"
- [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
- [4] Source: "Coachella\_Business\_application-fee.pdf"
- [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.2***

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### ***Comparative Fee Survey – Planning***

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
<b>ZONING</b>								
	Change of Zone	\$ 5,000	\$ 8,739	\$4,590 - \$5,640	\$8,248.24 plus notification	\$2,570 deposit	\$5,976 + \$10/ac	\$ 8,715
	Variance - Minor	\$ 2,500	\$ 4,369	\$ 4,270	\$ 2,752	\$2,170 deposit	\$ 2,679	\$ 2,128
	Variance - Major	\$ 5,000	\$ 6,554	\$ 4,270		No Comparison		
	Zoning Text Amendment	\$ 5,500	\$ 8,739	\$ 6,750	No Comparison	No Comparison	Minor: \$2,679	\$ 8,917
	Zoning Letter	\$ 250	\$ 655	\$200 deposit with charges the full allocated hourly rate for all personnel plus outside costs for Verification letter, \$800 for research letter	\$232.96 for verification, \$740.48 for investigation of conformance	\$ 100	\$ 235	Basic Property Information: \$250 W/ Additional Research Required: \$1,292
	General Plan Map Amendment	\$ 7,500	\$ 10,923	\$ 6,030	\$8,307.52 plus	\$2,570 deposit	\$3,857 + \$10/ac	\$ 9,728
	Development Agreement	\$ 10,000	\$ 13,108	\$ 20,000	\$3,640 deposit plus City Attorney actual costs	\$5,000 deposit	\$ 9,998	\$ 2,837
	Development Agreement Extension	\$ 5,000	\$ 4,369	\$ -	\$ 1,490	50% of original	\$ 1,125	\$ 1,596
	Development Committee Review Meetings	\$ 1,100	\$ 1,529	\$ 3,900	No Comparison	No Comparison	\$ -	No Comparison
	Conceptual/Specific Plan, Specific Plan Amendment, Project Master Plan	\$ 10,000	\$ 13,108	\$ 10,700	\$ 5,388	\$2,980 deposit	\$ 3,857	\$ 9,931
<b>CONDITIONAL USE PERMITS</b>								
	Conditional Use Permit - Administrative	\$ 2,500	\$ 5,462	\$ 2,960		No Comparison	\$3,857 + \$10/ac	\$ 5,827
	Conditional Use Permit - Planning Commission	\$ 4,500	\$ 8,739	\$ 2,960	\$3,854 - \$4,317	\$1,030 deposit	\$3,857 + \$10/ac	\$ 5,827
	Conditional Use Permit - Wireless/Antenna	\$ 3,500	\$ 6,554	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
<b>SUBDIVISION</b>								
	Tentative Tract Map (> 5 lots)	\$ 8,000	\$ 8,739	\$15,000 plus \$750 per sheet	\$ 6,756	\$2,980 deposit up 10 lot, plus \$19 each add'l lot	\$3,857 + \$10/ac +\$5/unit	\$ 7,600
	Tentative Parcel Map (< 5 lots)	\$ 4,000	\$ 6,554		\$ 5,481		\$3,857 + \$10/ac +\$5/unit	\$ 4,459
	Modification of Tentative Map	\$ 3,000	\$ 4,369	\$ -	\$ 1,052	No Comparison	\$ 4,798	\$ 3,597
	Map Extension	\$ 1,500	\$ 2,185	\$ 3,980	No Comparison	No Comparison	No Comparison	\$ 988
	Reversion to Acreage	\$ 3,000	\$ 7,646	\$ -	\$ 2,458	\$2,170 deposit	\$ 2,679	No Comparison
	Lot Line Adjustment	\$ 1,100	\$ 4,369	\$ 1,815	\$ 3,336	No Comparison	No Comparison	No Comparison
	Certificate of Compliance	\$ 600	\$ 1,529	\$ 1,360	\$ 3,336	No Comparison	No Comparison	\$ 250
<b>ENVIRONMENTAL</b>								
	Statutory/Categorical Exemption	\$ 550	\$ 1,529	\$ 195	No Comparison	No Comparison	\$ 541	\$ 152
	Initial Study	\$ 2,500	\$ 5,462	\$ 9,022	\$4103.76 - \$7,058.48	No Comparison	\$ 4,780	\$ 3,040
	Negative Declaration (Deposit)	\$ 2,500	\$ 3,277	\$ 1,315	No Comparison	\$1,540 deposit	\$ 1,153	No Comparison
	EIR (Deposit)	\$ 10,000	\$ 17,477	\$27,000 deposit	\$ 5,470	\$15,000 deposit	Preparation: \$10,000	\$ 8,360

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
<b>DESIGN REVIEW</b>								
	Design Review - Administrative	\$ 2,500	\$ 3,277		\$376 - \$5,468	\$680 deposit	\$ 2,500	\$ 6,891
	Design Review - Planning Commission	\$ 4,000	\$ 7,646	\$2,570 - \$3,900	\$ 1,048	\$2,270 deposit for discretionary approval	\$ 2,679	\$ 8,107
<b>OTHER</b>								
	Annexation Review - Property Owner Initiated	\$ 15,000	\$ 17,477	\$8,050 deposit	\$ 5,200	\$16,260 deposit	\$ 500	
	Codes, Covenants & Restrictions (CC&R's) Review	\$ 700	\$ 2,185	\$7,000 deposit	\$ 510	\$510 plus Attorney Costs		
	Public Convenience & Necessity	\$ 1,000	\$ 5,462					
	Sidewalk Sale	\$ 200	\$ 742					
	Outdoor Sale	\$ 200	\$ 742					
	Rummage Sale	\$ 200	\$ 742	No Comparison	No Comparison			
	Parking Lot Sale	\$ 200	\$ 742					
	Promotional Events	\$ 200	\$ 742			No Comparison	No Comparison	No Comparison
	Christmas Tree Lot	\$ 100	\$ 371					
	Parade Concessions	\$ 100	\$ 371	\$25 for non-profits, \$1,640 all others	\$413 per hour			
	RV Lot	\$ 200	\$ 742	No Comparison	\$ 648	\$ 300		
<b>APPEAL FEES</b>								
	Appeal of Staff Decision to Planning Commission	\$ 1,000	\$ 5,462		\$ 443	\$ 460	\$ 1,880	
	Appeal of Planning Commission Decision to City Council	\$ 1,500	\$ 5,462	\$ 3,600	\$ 916	\$ 270	\$ 2,539	\$ 1,500
	Single Family Resident (in City)	\$ 500	\$ 2,185		No Comparison	No Comparison	No Comparison	
<b>WILLIAMSON ACT</b>								
	Cancellation Review						\$ 1,693	
	Establishment	\$ 5,000	n/a	No Comparison	No Comparison	No Comparison	\$ 2,164	No Comparison
	Enlargement							
	Disestablishment						No Comparison	
	Process Fee for Non-Renewal							
<b>SIGN PERMITS</b>								
	Temporary Banner Permit	\$ 120	\$ 437	\$ 46	\$ 35	\$ 40	No Comparison	\$ 250
	Temporary Real Estate Sign	\$ 120	\$ 437	No Comparison	No Comparison	No Comparison	\$ 224	
new	Single Sign	\$ 300	\$ 437	\$ 50	No Comparison	No Comparison	No Comparison	No Comparison
new	Multiple Signs	\$ 300	\$ 655	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison

Notes

- [1] Source: "Desert Hot Springs\_fi Fee Schedule 06.28.17AP.pdf"
- [2] Source: "Palm Springs ComprehensiveFeeSchedule 06.28.17 AP.pdf"
- [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
- [4] Source: "Planning Building.pdf" for Coachella Fees
- [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.3***

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### ***Comparative Fee Survey – Public Works Engineering***



Fee No.	Fee Description	Fee Type / Unit	City of Indio		Comparative Cities					
			Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	Cathedral City	City of Coachella	City of La Quinta	
<b>I.</b>	<b>LEGALS</b>									
<b>1</b>	Final Parcel / Tract Map and Map Amendments									
a	Map Filing Fee - City staff Processing of Submittal	per project	\$ 800	\$ 942	\$2,950 plus \$750 per sheet	\$ 200	No Comparison	No Comparison	No Comparison	
b	Final Parcel / Tract Map and Map Amendments (Consultant Review)									
	Submittals with 1-5 sheets in quantity	per sheet	\$ 1,500	\$ 650	\$4,510 per map plus \$750 per sheet	\$868.40 per sheet	\$1,560 plus \$21 per lot for Parcel Maps/ \$1,890 plus \$21 per	No Comparison	Minor: \$100 per sheet Major: \$750 per sheet	
	Submittals with 6-15 sheets in quantity	per sheet	\$ 1,500	\$ 625						
	Submittals with 16+ sheets in quantity	per sheet	\$ 1,500	\$ 600						
	Additional plan check services for 4th and subsequent submittals	hourly	\$ -	\$ 150						
<b>II</b>	<b>PLAN CHECK</b>									
4	Street Improvement Plans	per sheet	\$ 1,900	\$ 2,356	\$1,204 plus additional charges per sheet based on Grading scale (\$600 - \$2,000)	\$ 708	No Comparison	No Comparison	\$100 per sheet	
5	Precise Grading Plans	per sheet	\$ 2,300	\$ 2,827	0-20 scale - \$1,204 plus \$600 per sheet 30,40,50 scale - \$1,204 plus \$750 per sheet 100+ scale - \$1,204 plus \$2,000 per sheet Each Infrastructure Type - \$1,204 plus \$750 per sheet	No Comparison	No Comparison	No Comparison	\$750 per sheet	
7	Storm Drain Plans	per sheet	\$ 1,700	\$ 1,884	No Comparison	\$ 556	\$1,390 plus \$683 each subsequent sheet	No Comparison	\$750 per sheet	

Fee No.	Fee Description	Fee Type / Unit	City of Indio		Comparative Cities					
			Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	Cathedral City	City of Coachella	City of La Quinta	
V	ENCROACHMENT AND INSPECTION PERMIT									
1	Encroachment Permit Processing / Renew Expired Permit		\$ 357	\$ 471	Tract - \$200 deposit with time spent. Sidewalk, Curb, Gutter - \$210 deposit with time spent. Annual Utility Permit - \$210 plus each Utility cut, Street Cut - \$58. Street Cut over 30 linear feet - \$58 deposit with time spent.	Set Individually	No Comparison	No Comparison	Application Fee \$100 3% of 1st \$1,000,000 in improvement cost, plus 2% of 2nd \$1,000,000 in improvement cost plus 1% thereafter, plus \$1,000 refundable "as-built" plan deposit. Renew Expired Permit: \$100 + 10% of original fee per year expired	
2	Traffic Control - Plan Review		\$ 357	\$ 353	No Comparison	No Comparison	\$750 plus \$683 for each subsequent page	No Comparison	Application Fee \$100 Plan Preparation Fee \$50/intersection Traffic Control Devices: Barricades \$5/barricade+\$0.40/day Signs \$5/sign+\$1/day Cones \$1/cone+\$0.30/day	

Fee No.	Fee Description	Fee Type / Unit	City of Indio		Comparative Cities					
			Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	Cathedral City	City of Coachella	City of La Quinta	
3	Street Inspection Fee / On-Site and Off Site Improvements									
	Project Value < \$10,000	flat fee	\$ 357	\$ 471	\$3,900 per application	\$708.24 per covenant	\$0.30 per lineal foot - \$525 up to \$5,000 project value	No Comparison	\$750 per sheet	
	\$10,000	flat fee up to \$10,000	\$ 357	\$ 471						
		each add'l \$1	\$ 0.03	\$ 0.02						
	\$50,000	base fee @ \$50,000	\$ 1,428	\$ 1,649						
		each add'l \$1	\$ 0.04	\$ 0.05						
	\$100,000	base fee @ \$100,000	\$ 3,570	\$ 4,004						
		each add'l \$1	\$ 0.03	\$ 0.02						
	\$500,000	base fee @ \$500,000	\$ 14,992	\$ 17,431						
		each add'l \$1	\$ 0.16	\$ 0.05						
	\$1,000,000	base fee @ \$1 m	\$ 95,696	\$ 41,928						
		each add'l \$1	\$ 0.01	\$ 0.05						
	\$2,500,000	base fee @ \$2.5 m	\$ 114,226	\$ 113,300						
		each add'l \$1	\$ 0.05	\$ 0.05						
7	Survey Monument (per lot)		\$ 179	\$ 236	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison	
8	Single Family Residential Final Grading (per lot)	per lot	\$ 357	\$ 353	Standard Single Family Lot < 1 acre - \$1,025; 1-5 Acres - \$1,025 plus \$769 per acre or portion thereof over 1 acre; 5+ Acres - \$1,025 plus \$513 per acre or portion thereof over 1 acre	\$27.15 - \$1,061.70 plus (based on Cubic Yards)	\$80 for less than 15,000 s.f.; \$1,800 for 15,000 s.f. - 4 acres; \$2,000 over 4 acres	No Comparison	No Comparison	

- Notes
- [1] Source: "Desert Hot Springs fi Fee Schedule 06.28.17AP.pdf"
  - [2] Source: "Palm Springs ComprehensiveFeeSchedule 06.28.17 AP.pdf"
  - [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
  - [4] Coachella Engineering fees unavailable.
  - [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.4***

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### ***Comparative Fee Survey – Building Safety Division***

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
<b>BUILDING PLAN CHECK AND PROCESSING FEES</b>								
Total Valuation:								
	\$1.00 to \$500.00	\$ 65	\$ 64.88	\$ 54.91				\$ 35.50
	\$501.00 to \$2,000.00							
	for first \$500.00	\$ 65	\$ 64.88	\$ 63.35				\$ 70.99
	for each additional \$100.00 (or fraction thereof, to and including \$2,000.00)	\$ 9	\$ 9.08	No Comparison				\$ -
	\$2,001.00 to \$25,000.00							
	for first \$2,000.00	\$ 200	\$ 203.71	\$ 63.35				\$ 134.88
	for each additional \$1,000.00 (or fraction thereof, to and including \$25,000.00)	\$ 4	\$ 3.89	\$ 10.34				\$ 33.10
	\$25,001.00 to \$50,000.00							
	for first \$25,000.00	\$ 280	\$ 284.16	\$ 303.07				\$ 761.41
	for each additional \$1,000.00 (or fraction thereof, to and including \$50,000.00)	\$ 20	\$ 19.46	\$ 8.44				\$ 2.69
	\$50,001.00 to \$100,000.00							
	for first \$50,000.00	\$ 775	\$ 770.74	\$ 514.07	\$362.96 Single Family House; \$752.92 Single Family House Remodel; \$81.12 for Door, Patio, Pool, and Photovoltaic Review	65% of Building Permit	N/A City's fee structure not based on valuation.	\$ 828.66
	for each additional \$1,000.00 (or fraction thereof, to and including \$100,000.00)	\$ 11	\$ 10.38	\$ 6.27				\$ 2.69
	\$100,001.00 to \$500,000.00							
	for first \$100,000.00	\$ 1,300	\$ 1,257.32	\$ 1,272.85				\$ 963.16
	for each additional \$1,000.00 (or fraction thereof, to and including \$500,000.00)	\$ 1	\$ 1.30	\$ 6.43				\$ 1.95
	\$500,001.00 to \$1,000,000.00							
	for first \$500,000.00	\$ 2,000	\$ 1,946.32	\$ 2,558.32				\$ 1,616.75
	for each additional \$1,000.00 (or fraction thereof, to and including \$1,000,000.00)	\$ 3	\$ 2.60	\$ 6.43				\$ 1.28
	\$1,000,001.00 and up							
	for first \$1,000,000.00	\$ 3,300	\$ 3,243.86	\$ 2,558.32				\$ 2,259.57
	for each additional \$1,000.00 (or fraction thereof)	\$ 4	\$ 3.89	\$ 6.43	\$ 0.61			

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
<b>BUILDING PLAN CHECK AND PROCESSING FEES</b>								
<b>BUILDING PERMIT FEES</b>								
Total Valuation:								
	\$1.00 to \$500.00	\$ 140	\$ 129.75	\$ 64.61				\$ 25.35
	\$501.00 to \$2,000.00							
	for first \$500.00	\$ 140	\$ 129.75	\$ 64.61				\$ 50.71
	for each additional \$100.00 (or fraction thereof, to and including \$2,000.00)	\$ 3	\$ -	No Comparison				\$ -
	\$2,001.00 to \$25,000.00							
	for first \$2,000.00	\$ 140	\$ 129.75	\$ 81.00				\$ 102.97
	for each additional \$1,000.00 (or fraction thereof, to and including \$25,000.00)	\$ 12	\$ 11.68	\$ 13.00				\$ 19.04
	\$25,001.00 to \$50,000.00							
	for first \$25,000.00	\$ 420	\$ 391.86	\$ 466.47				\$ 437.99
	for each additional \$1,000.00 (or fraction thereof, to and including \$50,000.00)	\$ 10	\$ 9.08	\$ 13.00				\$ 0.82
	\$50,001.00 to \$100,000.00							
	for first \$50,000.00	\$ 660	\$ 628.01	\$ 791.24	No Comparison		N/A	\$ 458.49
	for each additional \$1,000.00 (or fraction thereof, to and including \$100,000.00)	\$ 7	\$ 6.49	\$ 9.63			City's fee structure not based on valuation.	\$ 0.82
	\$100,001.00 to \$500,000.00							
	for first \$100,000.00	\$ 1,000	\$ 945.91	\$ 1,272.85				\$ 499.49
	for each additional \$1,000.00 (or fraction thereof, to and including \$500,000.00)	\$ 3	\$ 2.60	\$ 6.43				\$ 0.77
	\$500,001.00 to \$1,000,000.00							
	for first \$500,000.00	\$ 2,000	\$ 1,894.42	\$ 3,844.32				\$ 749.57
	for each additional \$1,000.00 (or fraction thereof, to and including \$1,000,000.00)	\$ 3	\$ 2.60	\$ 6.43				\$ 0.56
	\$1,000,001.00 and up							
	for first \$1,000,000.00	\$ 3,250	\$ 3,012.90	\$ 7,059.32				\$ 1,032.62
	for each additional \$1,000.00 (or fraction thereof)	\$ 3	\$ 2.60	\$ 6.43				\$ 0.39

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
<b>BUILDING PLAN CHECK AND PROCESSING FEES</b>								
<b>MECHANICAL, PLUMBING, AND ELECTRICAL PERMITS</b>								
	For all new construction, remodels, and additions (projects associated with a building permit):							
	0 - 1500 s.f.	\$ 110	\$ 129.75	\$13 - \$41	\$156 per hour	Actual Cost	Inspection: \$2,445 Plan Check: \$2,304	First 1,000 s.f.: \$192.89/ Ea. add'l 1,000 s.f.: \$17.40
	Each 100 s.f. over 1501 s.f.	\$ 1	\$ 1.30		\$156 per hour	Actual Cost		
	For services under 600 AMPS	\$ 125	\$ 194.63	\$27 - \$124	\$156 per hour	Actual Cost	\$115-\$224	\$24.17 - \$84.60
	For services over 600 AMPS	\$ 220	\$ 259.51		\$156 per hour	Actual Cost		
	For each water heater and/or vent	\$ 45	\$ 72.66	No Comparison	\$ 81	No Comparison	\$ 137	\$ 19
<b>SOLAR SYSTEM PERMITS</b>								
	Residential Permit (first 15KW)	\$ 252	\$ 324.39	No Comparison	\$209.04 for Single Family	Based on permit valuation and size of panels	\$ 300	No Comparison
	>15KW, Per KW	\$ -	\$ 21.63				\$ 15	
	Commercial Permit			No Comparison	\$326.96 for Commercial up to 100 KW, \$5.20 for	Based on permit valuation and size of panels	\$ 600	
	Up to 50KW	\$ 252	\$ 648.77				\$1,000 +\$7/kW	
	51 to 250kw (per KW)	\$ -	\$ 32.44				\$2,400 + \$5/kW	
	>250KW (per KW)	\$ -	\$ 32.44					

Notes

- [1] Source: "Desert Hot Springs fi Fee Schedule 06.28.17AP.pdf"
- [2] Source: "Palm Springs ComprehensiveFeeSchedule 06.28.17 AP.pdf"
- [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
- [4] Source: "Planning Building.pdf" for Coachella Fees
- [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.5***

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### ***Comparative Fee Survey – Fire Prevention***



Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
	Automatic Fire Sprinkler:							
	New System: Custom/Model Residential Home or Commercial Plan Review and Inspection							
I	0-5,000 s.f.	\$ 698	\$ 1,105	\$ -	\$158 Single-Family Detached	\$85 per hour Inspection/ \$115 per hour Plan Check	\$614 per riser	\$614 per riser
I	5,001-15,000 s.f.	\$ 837	\$ 1,326	\$ -				
I	15,001-30,000 s.f.	\$ 976	\$ 1,548	\$ -				
I	> 30,001 s.f. (each additional 10k s.f.)	\$ 186	\$ 295	\$ -				
	New System: Residential Production Home Inspection per home							
I		\$ 124	\$ 295	\$ -	\$ 158	No Comparison	\$ 192	\$ 192
	Repairs/Alterations to existing system							
I	0-5,000 s.f.	\$ 348	\$ 1,105	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	5,001-15,000 s.f.	\$ 418	\$ 1,326	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	15,001-30,000 s.f.	\$ 488	\$ 1,548	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	> 30,001 s.f. (each additional 10k s.f.)	\$ 186	\$ 295	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	Automatic Extinguishing System Other than Sprinkler	\$ 279	\$ 442	No Comparison	No Comparison	No Comparison		
new	Fire Pump	\$ -	\$ 1,695	No Comparison	\$ 378	No Comparison	Suppression System: \$215	Suppression System: \$215
new	Standpipe System Class I, II,III	\$ -	\$ 1,253	No Comparison	\$ 378	No Comparison		
	Building Plan Review / Inspection							
	Commercial Tenant Improvement	\$ 496	\$ 1,179	No Comparison	\$ 293	\$85 per hour Inspection/ \$115 per hour Plan Check	\$ 696	\$ 696
	New Commercial/Multifamily/Mixed Use	\$ 1,069	\$ 1,695	No Comparison	\$ 293		\$ 1,056	\$ 1,056
new	1 or 2 Family Dwelling	\$ -	\$ 368	No Comparison	\$ 293		\$ 1,056	\$ 1,056
new	Vehicle/Pedestrian Gates	\$ -	\$ 626	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
	Fire Alarm Systems:							
	Inspections/New Systems							
I	0 - 5,000 s.f.	\$ 745	\$ 1,179	No Comparison	\$293 Single Family Detached; \$714 Commercial Industrial up to 35,000 s.f.; \$1,389 over 75,000 s.f.	No Comparison	\$ 627	\$ 627
I	5,001 - 15,000 s.f.	\$ 1,023	\$ 1,621	No Comparison		No Comparison		
I	15,001 - 30,000 s.f.	\$ 1,116	\$ 1,769	No Comparison		No Comparison		
I	> 30,0001 s.f. (each additional 10K s.f.)	\$ 560	\$ 295	No Comparison		No Comparison		
	Repair/Alterations to existing Fire Alarm Systems:							
I	0 - 5,000 s.f.	\$ 279	\$ 442	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	5,001 - 15,000 s.f.	\$ 418	\$ 663	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	15,001 - 30,000 s.f.	\$ 560	\$ 884	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison
I	> 30,0001 s.f. (each additional 10K s.f.)	\$ 185	\$ 295	No Comparison	No Comparison	No Comparison	No Comparison	No Comparison

[1] Source: "Desert Hot Springs fi Fee Schedule 06.28.17AP.pdf"  
 [2] Source: "Palm Springs\_ComprehensiveFeeSchedule 06.28.17 AP.pdf"  
 [3] Cathedral City Fire Fees provided via department correspondence.  
 [4] Source: Coachella "For\_3\_Fire\_Department\_Based\_Fees\_.pdf"  
 [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.6***

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### ***Comparative Fee Survey – Community Services***

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
1	<b>Special Event Permits</b>							
	Special Events - No Concert	\$ 3,503	\$ 5,146	Actual Costs	No Comparison	\$0 - \$250 plus	No Comparison	No Comparison
	Category 1 Events							
	16+ weeks in advance	\$ 2,002	\$ 5,146	No Comparison	No Comparison	\$0 - \$250 plus \$100 deposit for parks, \$510 plus \$600 deposit for town square event	No Comparison	No Comparison
	12-15 weeks in advance	\$ 2,002	\$ 5,146					
	8-11 weeks in advance	\$ 2,002	\$ 5,146					
	Category 2 Events	\$ 3,503	\$ 1,287					
	Category 3 Events	\$ 2,002	\$ 515					
	DSUSD Events	\$ 2,002	\$ 515					
	Special Event Review Request from Other City Department	\$ -	\$ 257	No Comparison	\$ 181	No Comparison	No Comparison	No Comparison
2	<b>Garage Sale</b>	\$ 10	\$ 21					
	Plus: Signage costs		\$ 2					
	<b>Subtotal</b>	\$ 10	\$ 23	\$ 17	\$ 20	No Comparison	No Comparison	\$ 10
3	<b>Circus, Carnival, Auctions, Outdoor or Tent Meetings</b>	\$ 2,002	\$ 5,146	\$25 for non-profit application; \$1,640 for all other applicants	\$ 232	No Comparison	No Comparison	\$200 per day

Notes

- [1] Source: "Desert Hot Springs\_fi Fee Schedule 06.28.17AP.pdf"
- [2] Source: "Palm Springs ComprehensiveFeeSchedule 06.28.17 AP.pdf"
- [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
- [4] Coachella Special Events fees unavailable.
- [5] Source: "La Quinta Fee Schedules.pdf"

## ***APPENDIX B.7***

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### ***Comparative Fee Survey – Police***

Fee No.	Fee Description	City of Indio		Comparative Agencies				
		Current Fee	Full Cost Recovery Fee	City of Desert Hot Springs	City of Palm Springs	City of Cathedral	City of Coachella	City of La Quinta
1	Fingerprinting	\$ 63	\$ 105	\$20 plus DOJ Fees	\$ 36	No Comparison	No Comparison	No Comparison
	<b>Police Reports</b>							
2	Incident/Crime Report	\$0.25 per page	\$ 44	\$1 for first page, \$0.25 for each add'l page	\$0.10 per page	\$0.25 per page	No Comparison	No Comparison
3	Traffic Collision	\$0.25 per page	\$ 29	\$1 for first page, \$0.25 for each add'l page	\$0.10 per page	\$0.25 per page	No Comparison	No Comparison
5	Background Letter	\$ 27	\$ 44	No Comparison	\$ 156	No Comparison	No Comparison	No Comparison
	<b>Vehicles</b>							
6	Abatement of Dismantled and Abandoned Vehicles	\$ 123	\$ 329	\$ 120	\$52 per day	\$ 110	No Comparison	No Comparison
7	Auto Repossession	\$ 15	\$ 44	No Comparison	No Comparison	\$ 15	No Comparison	No Comparison
8	Vehicle Impound	\$ 265	\$ 396	\$ 166	\$ 156	\$ 155	No Comparison	No Comparison
19	Property Title Report	\$ -	\$ 33	No Comparison	No Comparison	No Comparison	\$ 40	No Comparison
20	Public Nuisance Hearing	\$ -	\$ 394	\$ 1,440	\$156 [6]	No Comparison	\$ 40	No Comparison
21	Administrative Citation and Cost Recovery			\$ 45	No Comparison	No Comparison	\$ 20	No Comparison

Notes

- [1] Source: "Desert Hot Springs fi Fee Schedule 06.28.17AP.pdf"
- [2] Source: "Palm Springs\_ComprehensiveFeeSchedule 06.28.17 AP.pdf"
- [3] Source: "Cathedral City Combined Fee Schedules June 2017.pdf"
- [4] Source: "Police\_ScheduleOfFees.pdf" for Coachella Fees
- [5] La Quinta Police fees unavailable.
- [6] Administrative Hearing