

# City of Vernon



## User Fee Study

March 13, 2025



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## Executive Summary

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The City of Vernon engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identify 100% full cost recovery for City services. **Appendix C** details the full cost and suggested fees as determined through discussion with departmental staff. The recommended fees identified herein are either at or less than full cost recovery.



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## User Fee Background

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### Background

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

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, Proposition 26, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee. There are no fees suggested to be set above the cost of service and as such a public vote is not required.

### California User Fee History

Before Proposition 13, in times of fiscal shortages, California cities were able to raise property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

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

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person’s activities. Proposition 26 contains seven categories of exceptions. The fees analyzed as part of a User Fee study typically fall under categories one through five consisting of charges for specific benefits, government service, regulatory need, for use of government property, or a fine/penalty.

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## Additional Policy Considerations

State regulations require that municipalities update their fee schedules to reflect the actual costs of certain public services primarily benefiting users. User Fees recover costs associated with the provision of specific services benefiting the user, thereby typically reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover reasonable support costs. Support costs are those costs relating to a local government's central service departments that are allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the City's Cost Allocation Plan. A Cost Allocation Plan identifies the central service functions of the City such as Finance, City Manager, and Human Resources and allocates their cost to the departments and funds of the City that they support. This plan was used in the User Fee study to account for the burden placed upon central services by the operating departments to allocate a proportionate share of central service cost through the study.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City to annually increase or decrease the fees by changes in a pre-approved inflationary index, as described below. However, such inflationary increases shall not exceed the reasonable estimated cost of providing the services each year.

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

Each City should use an inflator that they believe works the best for their specific situation and needs but cannot rely solely on the CPI increase as it is incumbent upon each agency to ensure the amount of the fees charged does not exceeds the reasonable estimated costs of providing the services. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every five years, which would include adding, amending, or removing fees for programs/services.

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## Study Objective

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

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

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

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

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

## Scope of the Study

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

- Administrative Fees
- Building
- Engineering
- Police
- Health and Environment Control

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

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## Aim of the Report

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

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## Project Approach and Methodology

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### Conceptual Approach

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

The standard fee limitation established in California law for such fees is the “estimated, reasonable cost” principle. To maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

### Fully Burdened Hourly Rates

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

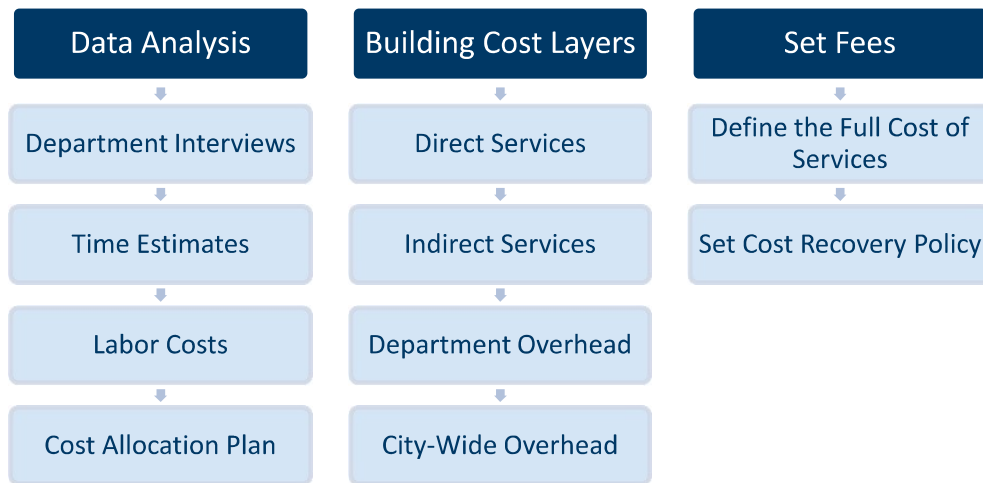
- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Central service overhead costs allocated through the Cost Allocation Plan

A key factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to 1,650 productive or billable hours to account for calculated or anticipated hours’ employees engage in non-billable activities such as paid vacation, sick leave, holidays, and other considerations, as necessary. Dividing the full cost, including overhead, of a position by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate for how a service is provided, to calculate a fee’s cost based on the personnel and the amount of their time providing each service.

## Summary Steps of the Study

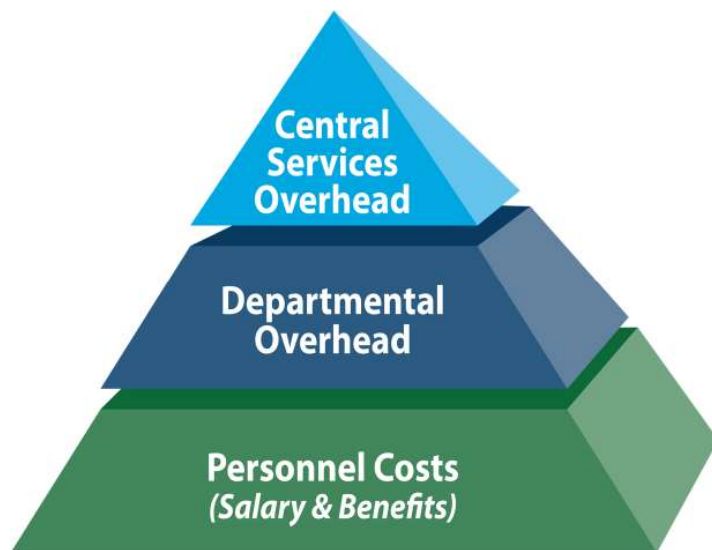
The process of the study is straightforward and simple in concept. The following list provides a summary of the study process steps:



## Allowable Costs

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

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



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## Methodology

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

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

**Program Cost Approach:** In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence rental based fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit a program's needs and goals. Typical programmatic approach cases are valuation-based fees, Recreation programs, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

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

## Quality Control/Quality Assurance

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

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonable tests and validation
- Internal and external reviews
- Cross-checking

## Reasons for cost increases/decreases over current fees

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

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- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
  - Position staffing levels, seniority, and the positions that complete fee and service activity may vary from when the previous costs were calculated
  - Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
  - Changes in processes and procedures within a department, or the City as a whole
  - Changes in the demand for services in a City may have also changed the staffing or cost structure of departments over time

## City Staff Contributions

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

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

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



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## Vernon User Fees

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### Cost Recovery

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

It is important to note that the time data used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service and will differ from City to City depending on staffing, positions involved, experience of staff, the use of consultants, and the policies and procedures in place for each City. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

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

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

### Subsidization

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

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City, but it is important to distinguish the difference between any purported possible benefits that may be conveyed through the result of activities of the service receiver and the direct benefit being conveyed through the City providing the service to the requestor.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

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

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, typically the General Fund's other unrestricted funds.

## Comparisons and Benchmarking

While comparing the City's fees with surrounding jurisdictions was not a primary goal for this full cost analysis, it is typically desired knowledge to see where a City is as compared to its neighbors. Note that any comparison is not a reflection of what it costs to provide services in each City, but instead only what or how each City charges for similar names services. It is often the case that the processes covered, departments and personnel included, third party cost involved, each City's cost recovery, or the scope of what a service is covering will be different from City to City. Willdan does not make any statement about whether any such differences exist in the comparisons below or what effect they might have on the results.

Department	Fee Description	Project Size	Vernon		Average	Commerce	City of Industry <sup>1</sup>	Bell <sup>2</sup>
			Current Fee	Sugg Fee				
Building	Building Permit - F-1 Industrial	30,000 sq ft	\$22,188	\$39,980	\$66,299	\$63,158	\$54,296	\$81,444
Building	Building Plan Check - F-1 Industrial	30,000 sq ft	\$14,422	\$25,987	\$52,747	\$44,211	\$45,612	\$68,418
Building	Building Permit- S-1 Storage	15,000 sq ft	\$9,833	\$17,718	\$27,889	\$26,553	\$22,846	\$34,269
Building	Building Plan Check - S-1 Storage	15,000 sq ft	\$6,391	\$11,516	\$22,194	\$18,587	\$19,198	\$28,797
Building	Conditional Use Permit		\$19,251	\$18,691	\$5,942	\$4,842	\$10,000 Dep.	\$2,984
Building	Reinspection Fee		\$168	\$199	\$236	\$94	\$308	\$308
Building	Certificate of Occupancy		\$1,207	\$1,065	\$116	\$63	\$142	\$142
Engineering	Lot Line Adjustment		\$2,902	\$2,121	\$5,025	\$3,223	\$10,000 Dep.	\$1,852
Engineering	Lot Merger Review		\$937	\$2,121	\$5,025	\$3,223	\$10,000 Dep.	\$1,852

<sup>1</sup>LA County provides Building Services with a contracted fee schedule.

<sup>2</sup>Bell utilizes the LA County fee schedule multiplied by 1.5.

## Impact on Demand (Elasticity)

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

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## Summary

City staff are recommending setting user fees at suggested fee amounts as detailed in [Appendix C](#). City and departmental goals, City Council priorities, policy initiatives, past performance, implementation issues, and other internal and external factors should influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and the update to a consistent and comprehensive fee schedule were the primary objectives of this study. City staff have reviewed the full costs and identified the recommended fee levels for consideration by City Council.

The following sections provide background for each department, division, and fee group and the results of this study's analysis of their fees. For the full list of each fee's analysis, refer to [Appendix C](#) of this report.

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## Administrative Fees

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Vernon's City Administration oversees the City's daily operations, public relations, information technology practices, legislative process, and finances. The City Administration Department also develops programs to benefit Vernon's business community. The Vernon City Council appoints the City Administrator, who acts as its chief staff advisor and provides essential information for the council's decision-making process.

Administrative fees include copies, filming, passport and miscellaneous fees.

### Analysis

Willdan individually reviewed the services associated with Administrative fees. The review also consisted of an evaluation of existing services to update the fee schedule.

Many of the fees and services listed under Administrative Fees are regulated fees, or fees not otherwise recommended to be changed. For the user fees evaluated as part of this study the analysis relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most fees are currently set below the full cost of providing service. Staff is only recommending a decrease to the Return Checks fee from \$26 to \$25 per California Civil Code section 1719 and all other fees to remain as currently set.

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## Building

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The Building division differs from most cities in that the City retains individual inspectors specifically trained to enforce specific branches of the construction industry, including building, electrical, mechanical and plumbing. The City contracts for structural review. Given the specialized knowledge of each inspector and the ability to freely communicate regarding specific projects it permits the City to expedite plan check review and handle specific issues unique to an industrial environment in an efficient manner.

Working in conjunction with Vernon Environmental Health, the Building division conducts an occupancy inspection for each and every tenant moving into the City. The purpose of this inspection is to inform the tenant of any code issues that may not permit the tenant to use the building as intended, including storage heights, food handling requirements, processes that will require special rooms, etc. It also provides a mechanism for the City to inspect the structure for the safety issues that could harm the tenant or its employees.

The Building division is responsible for enforcing and administering City, State and Federal Building and Safety Code regulations. This division provides services including plan checking, inspections of all new construction and renovated structures, capital improvement projects, additions and remodeling including all major heating, ventilation and air conditioning units, electrical, plumbing and structural systems. Other responsibilities include the issuance of Building, Electrical, Plumbing, and Mechanical permits.

## Analysis

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

The analysis of Building services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most current fees are under funding the cost for most of the services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 14 fees;
- 14 fees would decrease, and;
- 10 fees would remain as currently set.

In addition to the above referenced fees listed under Building, the Building Permit fees are also provided by this division. For the Building Permit fees, valuation is used as a proxy for measuring the effort needed to provide services on a case-by-case basis. This method is an industry standard widely used by other jurisdictions to evaluate the cost of providing service. It is generally understood that the larger and more complex a project is, the more time and effort that is required to provide the service. Project valuation also follows that trend. By using a combination of either project valuation or historical revenue figures along

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with a multiplier or cost recovery analysis for historical and anticipated future trends, current cost recovery along with variability in charges due to project type and scale is determined. The result of the cost analysis completed for the Building Permit program found that the program is currently operating at 55% cost recovery based on activity level from fiscal year 2022-2023. Staff is recommending that the fees be increased to 100% cost recovery.

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## Engineering

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Engineering is responsible for administering City contracts and designing public improvements, such as roadways, storm drains, sewers, traffic signals and City-owned buildings. Engineering also maintains plans for city construction projects.

### Analysis

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

The analysis of Engineering services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most of the current fees are underfunding the cost of most of the services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 9 fees;
- 2 fees would decrease;
- 15 fees would remain as currently set, and;
- the average fee change would be an increase of 13% for current fees.

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## Police

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The Vernon Police Department provides a full range of policing services to a very unique community comprised primarily of businesses and industry. The Vernon Police Department Patrol Division is the largest unit in the Police Department. The Patrol Division also utilizes a Bicycle Patrol Team, a Motor Unit, a Canine Team, and a D.A.R.E. Program for the local Vernon Elementary School.

Patrol officers respond to all calls for service from the community. They are responsible for handling a wide variety of duties including responding to emergencies, investigating crimes and filing reports, checking out suspicious persons and vehicles, conducting traffic accident investigations and enforcing all traffic laws. Officers take a very pro-active approach to reducing the opportunity for crime and work closely with members of the business community to ensure a safe environment in which to conduct business. The officers maintain a high level of visibility within the community and work to identify and eliminate those conditions or situations that may be attractive to the criminal element.

## Analysis

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

The analysis of Police services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that the current fees are under funding the cost for most of the services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 3 fees;
- 1 new fee would be added;
- 13 fees would remain as currently set, and;
- The average fee change would be an increase of 1%.



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## Health and Environmental Control

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Vernon is focused on protecting the environment and ensuring the health and safety of its residents, workers, visitors and neighboring communities. Established in 1908, the Vernon Department of Health & Environmental Control (DHEC) provides comprehensive and efficient services to accomplish the goal, tailoring its operations to regulate and meet the needs of the City's large industrial sector.

The DHEC provides Vernon businesses and residents multiple programs to ensure that they are operating as required by local and State regulations. In addition, the department oversees numerous programs that cater to the basic needs of the community as a whole.

From food safety, water quality, solid waste, to sustainability, the DHEC functions as a resource hub for information on regulatory mandates, user-friendly guidance, specialized permitting, and education. These in-house experts are accessible to businesses and residents alike.

By maintaining its own municipal health authority, the community deals directly with Vernon DHEC officials to address important environmental and health-related issues, thus enhancing the City's ability to respond quickly, especially in critical times.

### Analysis

Willdan individually reviewed the services and programs associated with the Health and Environment Control. The review also consisted of an evaluation of existing services to update the fee schedule.

A new fee schedule was established that relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. The new fee schedule consists of 135 fees and is replacing the current schedule that consists of 61 fees. The new schedule is a better accounting of the effort needed for each listed service that corresponds to tiers within a service type. This schedule will more closely align with the cost of providing service and improve cost recovery as the current schedule has historically been providing these private benefit services without recovering its cost. Staff is recommending that the fees be set at full cost recovery as detailed in [Appendix C](#).

## Appendix A – Total Allowable Cost to be Recovered

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

### City of Vernon - User Fee Study

#### Overhead Rate Calculations

Department	Total Personnel Services	Department Operations & Administration	Direct Overhead %	Indirect Allocation %
011: CITY ADMINISTRATION	1,417,854	57,685	4%	0%
011: CITY ATTORNEY	603,902	12,500	2%	0%
011: CITY CLERK	684,299	60,025	9%	0%
011: CITY COUNCIL	221,337	14,200	6%	0%
011: FACILITIES MAINTENANCE	560,483	173,200	31%	0%
011: FINANCE	2,215,840	1,721,261	78%	0%
011: FLEET SERVICES	619,032	526,000	85%	0%
011: HEALTH	1,413,583	790,674	56%	23%
011: HUMAN RESOURCES	4,351,942	207,250	5%	0%
011: INFORMATION TECHNOLOGY	1,248,093	392,800	31%	0%
011: PUBLIC WORKS	5,562,183	2,250,380	40%	32%
011: SAFETY	19,088,090	371,721	2%	15%
055: LIGHT & POWER	13,946,549	6,233,254	45%	5%
056: NATURAL GAS	1,185,758	405,949	34%	3%
058: WATER	2,415,788	989,700	41%	12%

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## Appendix B – Salary and Benefit Hourly Rates

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Below are Salary and Benefit hourly rates of staff positions. The hourly rates were used in the study to determine the full cost of each service when combined with the associated overhead rates. They include the salary and benefit costs for each position based on the City's salary step schedule for positions as well as the appropriate benefits depending on each position's bargaining unit. The total salary and benefits are then divided by 1,650 productive or billable hours to reduce the total 2,080 workable hours in a year to remove hours when positions are paid but not on the job such as holidays, paid leave, and sick pay. A further reduction of under 10% is made for administrative, general, or non-specific work hours. When a position is used in the study to identify direct work hours spent on a fee or service the applicable overhead rates of the operating unit (shown in [Appendix A](#)) is applied to that positions' salary and benefit rate to determine full cost recovery. For any user fee service request that is outside the scope of the fees detailed in [Appendix C](#), or for services for which there is no fee currently set, the City can charge up to the full cost of the service by using the salary benefit rate of the positions below along with the appropriate overhead factors from [Appendix A](#).

## City of Vernon - User Fee Study

### Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
011: CITY ADMINISTRATION	Admin - ADMINISTRATIVE ANALYST	\$94.85
011: CITY ADMINISTRATION	Admin - ADMINISTRATIVE ASSISTANT, SENIOR	\$54.55
011: CITY ADMINISTRATION	Admin - ASSISTANT TO THE CITY ADMINISTRATOR	\$119.44
011: CITY ADMINISTRATION	Admin - CITY ADMINISTRATOR	\$257.43
011: CITY ADMINISTRATION	Admin - DEPUTY CITY ADMINISTRATOR	\$157.25
011: CITY ATTORNEY	Attorney - CITY ATTORNEY	\$216.26
011: CITY ATTORNEY	Attorney - LEGAL ANALYST, SENIOR	\$92.31
011: CITY CLERK	Clerk - ADMINISTRATIVE SECRETARY	\$76.33
011: CITY CLERK	Clerk - CITY CLERK	\$184.37
011: CITY CLERK	Clerk - DEPUTY CITY CLERK	\$86.76
011: FINANCE	Finance - ACCOUNTANT	\$120.61
011: FINANCE	Finance - ASSISTANT BUYER	\$126.28
011: FINANCE	Finance - BUSINESS & ACCOUNT SUPERVISOR	\$216.42
011: FINANCE	Finance - BUYER	\$142.90
011: FINANCE	Finance - DEPUTY CITY TREASURER	\$241.42
011: FINANCE	Finance - DIRECTOR OF FINANCE/CITY TREASURER	\$347.32
011: FINANCE	Finance - FINANCE MANAGER	\$200.69
011: FINANCE	Finance - FINANCE SPECIALIST	\$88.88
011: FINANCE	Finance - FINANCIAL SVCS. ADMINISTRATOR	\$217.39
011: FINANCE	Finance - PAYROLL ANALYST	\$133.12
011: FLEET SERVICES	Fleet - FLEET SUPERVISOR	\$161.47
011: FLEET SERVICES	Fleet - MECHANIC	\$131.65
011: FLEET SERVICES	Fleet - MECHANIC, SENIOR	\$147.68
011: HEALTH	Health - ADMINISTRATIVE ASSISTANT	\$102.57
011: HEALTH	Health - ADMINISTRATIVE INTERN	\$46.70
011: HEALTH	Health - DEPUTY DIR OF ENV HEALTH	\$266.02
011: HEALTH	Health - DIRECTOR OF HEALTH AND ENVIRONMENTAL CONTROL	\$348.38
011: HEALTH	Health - ENVIRONMENTAL HEALTH INTERN	\$44.90
011: HEALTH	Health - ENVIRONMENTAL HEALTH SPECIALIST	\$149.91
011: HEALTH	Health - ENVIRONMENTAL HEALTH SPECIALIST TRAINEE	\$114.01
011: HEALTH	Health - ENVIRONMENTAL HEALTH TECHNICIAN	\$121.04
011: HEALTH	Health - ENVIRONMENTAL HEALTH-HAZARDOUS MATERIALS SPECIALIST II	\$188.35
011: HUMAN RESOURCES	HR - ADMINISTRATIVE SECRETARY	\$81.39
011: HUMAN RESOURCES	HR - DIRECTOR OF HUMAN RESOURCES	\$177.68
011: HUMAN RESOURCES	HR - HUMAN RESOURCES ANALYST	\$104.09
011: HUMAN RESOURCES	HR - HUMAN RESOURCES ANALYST, SENIOR	\$123.42
011: HUMAN RESOURCES	HR - HUMAN RESOURCES ASSISTANT	\$59.73
011: INFORMATION TECHNOLOGY	IT - ADMINISTRATIVE ASSISTANT, SENIOR	\$68.92
011: INFORMATION TECHNOLOGY	IT - ADMINISTRATIVE INTERN	\$32.04
011: INFORMATION TECHNOLOGY	IT - INFORMATION TECHNOLOGY ANALYST	\$111.38
011: INFORMATION TECHNOLOGY	IT - INFORMATION TECHNOLOGY ANALYST, SENIOR	\$148.26
011: INFORMATION TECHNOLOGY	IT - INFORMATION TECHNOLOGY MANAGER	\$194.77
011: INFORMATION TECHNOLOGY	IT - INFORMATION TECHNOLOGY PROJECT MANAGER	\$154.57
011: INFORMATION TECHNOLOGY	IT - INFORMATION TECHNOLOGY TECHNICIAN	\$72.27
011: FACILITIES MAINTENANCE	Maint - FACILITIES MAINTENANCE SUPERVISOR	\$136.59
011: FACILITIES MAINTENANCE	Maint - FACILITIES MAINTENANCE WORKER	\$86.51
011: FACILITIES MAINTENANCE	Maint - FACILITIES MAINTENANCE WORKER, LEAD	\$103.04
011: FACILITIES MAINTENANCE	Maint - FACILITIES MAINTENANCE WORKER, SENIOR	\$81.16
011: PUBLIC WORKS	PW - ADMINISTRATIVE ASSISTANT	\$76.72

## City of Vernon - User Fee Study

### Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
011: PUBLIC WORKS	PW - ADMINISTRATIVE ASSISTANT, SENIOR	\$114.89
011: PUBLIC WORKS	PW - ADMINISTRATIVE INTERN	\$45.25
011: PUBLIC WORKS	PW - ADMINISTRATIVE SECRETARY	\$137.17
011: PUBLIC WORKS	PW - ASSISTANT ENGINEER	\$135.64
011: PUBLIC WORKS	PW - ASSISTANT PLANNER	\$155.77
011: PUBLIC WORKS	PW - BUILDING INSPECTOR, SENIOR	\$199.18
011: PUBLIC WORKS	PW - BUYER	\$143.06
011: PUBLIC WORKS	PW - CODE ENFORCEMENT OFFICER	\$129.74
011: PUBLIC WORKS	PW - DEPUTY DIR. OF PUBLIC WORKS	\$309.12
011: PUBLIC WORKS	PW - DIRECTOR OF PUBLIC WORKS	\$345.30
011: PUBLIC WORKS	PW - ENGINEERING AIDE	\$108.17
011: PUBLIC WORKS	PW - FACILITIES MAINTENANCE WORKER	\$105.85
011: PUBLIC WORKS	PW - PERMIT TECHNICIAN	\$103.79
011: PUBLIC WORKS	PW - PLUMBING AND MECHANICAL INSPECTOR, SENIOR	\$175.99
011: PUBLIC WORKS	PW - PROJECT ENGINEER	\$214.92
011: PUBLIC WORKS	PW - STREET MAINTENANCE SUPERVISOR	\$198.11
011: PUBLIC WORKS	PW - STREET MAINTENANCE WORKER	\$92.15
011: PUBLIC WORKS	PW - STREET MAINTENANCE WORKER, LEAD	\$145.35
011: PUBLIC WORKS	PW - STREET MAINTENANCE WORKER, SENIOR	\$129.51
011: PUBLIC WORKS	PW - WAREHOUSE WORKER	\$137.89
011: SAFETY	Safety - ADMINISTRATIVE SECRETARY	\$80.96
011: SAFETY	Safety - CIVILIAN COURT OFFICER	\$69.48
011: SAFETY	Safety - POLICE CAPTAIN	\$261.05
011: SAFETY	Safety - POLICE CHIEF	\$288.41
011: SAFETY	Safety - POLICE COMMUNITY SERVICES OFFICER	\$54.36
011: SAFETY	Safety - POLICE DISPATCHER	\$83.53
011: SAFETY	Safety - POLICE DISPATCHER, LEAD	\$101.54
011: SAFETY	Safety - POLICE LIEUTENANT	\$164.71
011: SAFETY	Safety - POLICE OFFICER	\$118.22
011: SAFETY	Safety - POLICE RECORDS MANAGER	\$101.11
011: SAFETY	Safety - POLICE RECORDS TECHNICIAN	\$57.80
011: SAFETY	Safety - POLICE RECORDS TECHNICIAN, LEAD	\$76.40
011: SAFETY	Safety - POLICE SERGEANT	\$161.45
055: LIGHT & POWER	Fund - 055 - ACCOUNT CLERK, SENIOR	\$99.34
055: LIGHT & POWER	Fund - 055 - ADMINISTRATIVE ANALYST	\$148.76
055: LIGHT & POWER	Fund - 055 - ADMINISTRATIVE INTERN	\$37.04
055: LIGHT & POWER	Fund - 055 - ASSISTANT GENERAL MANAGER OF GENERATION AND OPERATIONS	\$289.77
055: LIGHT & POWER	Fund - 055 - ASSISTANT GENERAL MANAGER OF PUBLIC UTILITIES	\$245.76
055: LIGHT & POWER	Fund - 055 - ASSOCIATE ELECTRICAL ENGINEER	\$158.81
055: LIGHT & POWER	Fund - 055 - BUSINESS & ACCOUNT SUPERVISOR	\$190.28
055: LIGHT & POWER	Fund - 055 - BUYER	\$117.12
055: LIGHT & POWER	Fund - 055 - CAD TECHNICIAN	\$94.53
055: LIGHT & POWER	Fund - 055 - CONTROL ROOM OPERATOR I	\$138.88
055: LIGHT & POWER	Fund - 055 - CONTROL ROOM OPERATOR II	\$147.47
055: LIGHT & POWER	Fund - 055 - CONTROL ROOM OPERATOR, SENIOR	\$170.93
055: LIGHT & POWER	Fund - 055 - CUSTOMER SERVICE MANAGER	\$97.02
055: LIGHT & POWER	Fund - 055 - ELECTRIC OPERATIONS SUPERVISOR	\$194.05
055: LIGHT & POWER	Fund - 055 - ELECTRIC OPERATOR	\$149.75
055: LIGHT & POWER	Fund - 055 - ELECTRIC OPERATOR, SENIOR	\$161.52

## City of Vernon - User Fee Study

### Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
055: LIGHT & POWER	Fund - 055 - ELECTRICAL ENGINEER	\$199.58
055: LIGHT & POWER	Fund - 055 - ELECTRICAL TEST TECHNICIAN, SENIOR	\$178.94
055: LIGHT & POWER	Fund - 055 - FIELD OPERATOR I	\$115.54
055: LIGHT & POWER	Fund - 055 - FIELD OPERATOR II	\$136.06
055: LIGHT & POWER	Fund - 055 - GENERAL MANAGER OF PUBLIC UTILITIES	\$334.32
055: LIGHT & POWER	Fund - 055 - INSTRUMENT & CONTROL TECH	\$130.97
055: LIGHT & POWER	Fund - 055 - INSTRUMENT & CONTROL TECH LEAD	\$168.36
055: LIGHT & POWER	Fund - 055 - INTEGRATED RESOURCES MANAGER	\$235.23
055: LIGHT & POWER	Fund - 055 - MAINTENANCE MANAGER	\$208.39
055: LIGHT & POWER	Fund - 055 - MECHANIC, LEAD	\$161.22
055: LIGHT & POWER	Fund - 055 - MECHANIC/WELDER	\$131.90
055: LIGHT & POWER	Fund - 055 - OPERATIONS MANAGER	\$220.53
055: LIGHT & POWER	Fund - 055 - PLANNING AND ANALYSIS MANAGER	\$220.40
055: LIGHT & POWER	Fund - 055 - PLANT ENGINEER	\$201.70
055: LIGHT & POWER	Fund - 055 - POWER RESOURCES SETTLEMENT ANALYST	\$138.16
055: LIGHT & POWER	Fund - 055 - POWER RESOURCES SETTLEMENT ANALYST, SENIOR	\$170.36
055: LIGHT & POWER	Fund - 055 - PRINCIPAL RESOURCE SCHEDULER/TRADER	\$204.86
055: LIGHT & POWER	Fund - 055 - RESOURCE PLANNER	\$179.92
055: LIGHT & POWER	Fund - 055 - SITE SAFETY ADMIN-CTRL RM OPER	\$161.61
055: LIGHT & POWER	Fund - 055 - UTILITIES COMPLIANCE ADMINISTRATOR	\$184.77
055: LIGHT & POWER	Fund - 055 - UTILITIES CUSTOMER SERVICE REPRESENTATIVE	\$109.71
055: LIGHT & POWER	Fund - 055 - UTILITIES CUSTOMER SERVICE REPRESENTATIVE, SENIOR	\$118.09
055: LIGHT & POWER	Fund - 055 - UTILITIES DISPATCHER	\$188.96
055: LIGHT & POWER	Fund - 055 - UTILITIES DISPATCHER, SENIOR	\$211.76
055: LIGHT & POWER	Fund - 055 - UTILITIES ENGINEERING MANAGER	\$231.82
055: LIGHT & POWER	Fund - 055 - UTILITIES MAINTENANCE WORKER	\$97.07
055: LIGHT & POWER	Fund - 055 - UTILITIES OPERATIONS MANAGER	\$263.07
055: LIGHT & POWER	Fund - 055 - UTILITIES OPERATIONS TRAINEE	\$119.81
055: LIGHT & POWER	Fund - 055 - UTILITIES PROGRAM ADMINISTRATOR	\$178.29
055: LIGHT & POWER	Fund - 055 - UTILITIES PROGRAM ANALYST	\$170.31
055: LIGHT & POWER	Fund - 055 - UTILITIES STRATEGIC PLANNING COORDINATOR	\$164.42
056: NATURAL GAS	Fund - 056 - GAS SYSTEMS SPECIALIST	\$149.35
056: NATURAL GAS	Fund - 056 - GAS SYSTEMS SPECIALIST, LEAD	\$172.60
056: NATURAL GAS	Fund - 056 - GAS SYSTEMS SUPERINTENDENT	\$195.84
056: NATURAL GAS	Fund - 056 - GAS SYSTEMS TECHNICIAN	\$104.79
056: NATURAL GAS	Fund - 056 - UTILITIES COMPLIANCE ANALYST	\$59.81
058: WATER	Fund - 058 - ASSISTANT CIVIL ENGINEER - PUBLIC UTILITIES	\$137.50
058: WATER	Fund - 058 - CIVIL ENGINEER	\$153.32
058: WATER	Fund - 058 - METER READER, LEAD	\$101.35
058: WATER	Fund - 058 - WATER MAINTENANCE WORKER	\$99.62
058: WATER	Fund - 058 - WATER MAINTENANCE WORKER, LEAD	\$146.27
058: WATER	Fund - 058 - WATER MAINTENANCE WORKER, SENIOR	\$129.21
058: WATER	Fund - 058 - WATER PROJECT SPECIALIST	\$164.78
058: WATER	Fund - 058 - WATER SUPERINTENDENT	\$178.21

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## Appendix C – Cost Recovery Analysis

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

# ADMINISTRATIVE FEES

Item No.	Title	Current Fee/Charge	Unit	Notes
1	<b>COPIES</b>			
2	Standard	\$0.20	per page	
3	Certified	\$16.00	per document	
4	Oversized Plans	\$5.00	per sheet or direct cost of duplication	
5	Special Projects	Direct cost of duplication		
6	Audio/Video/CD/DVD duplication (medium provided by requestor)	\$5.00		
7	CREDIT CARD PAYMENT FEE	City's direct cost to process credit card transactions for the convenience of the credit card user shall be collected from the credit card user as part of the transaction.		
8	<b>ELECTIONS</b>			
9	Candidate Statement Deposit	\$250.00		
10	Filing Fee – Intent to Circulate a Petition (Election Code Section 9202(b))	\$200.00		
11	<b>FILMING</b>			
12	Permit	\$268.00		
13	Filming Location Fee – Private Property	\$150.00	per permit	
14	Filming Location Fee – Under City Control	\$650.00	per day	
15	Filming Location Fee – City Street	\$650.00	per day	
16	Health Department Inspection Fee	\$150.00	per permit	
17	Building Department Inspection Fee	\$150.00	per permit	
18	On-Duty Police Officer (See Filming Guidelines)	Per Agreement with Police Officers Association		
19	Encroachment Inspector	\$75.00	per hour	
20	Posting	\$110.00	per location	
21	Encroachment, Traffic and Street Closure Fees	See Engineering Fees		
22	Filming without a Permit*	Double all permit fees		
23	*With the exception of film permit violations, all Filming fees are collected on behalf of the City by the City's Film Permit consultant (FilmlA).			
24	<b>MISCELLANEOUS</b>			
25	Returned Checks	\$26.00		GC 1719
26	Administrative Citations	See Resolution No. 2011-195		
27	Civil Penalties	See Resolution No. 2011-195		
28	<b>PASSPORTS</b>			
29	Processing Fee (Established by the U.S. Department of State)	\$35.00		
30	Photograph	\$15.00	per photo	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$1.55	87%	\$0.20	\$0
\$23.68	32%	\$16.00	\$0
NA	NA	\$5.00	\$0
NA	NA	Direct cost of duplication	\$0
NA	NA	\$5.00	\$0
NA	NA	City's direct cost to process credit card transactions for the convenience of the credit card user shall be collected from the credit card user as part of the transaction.	\$0
NA	NA	\$250.00	\$0
NA	NA	\$200.00	\$0
NA	NA	\$268.00	\$0
NA	NA	\$150.00	\$0
NA	NA	\$650.00	\$0
NA	NA	\$650.00	\$0
NA	NA	\$150.00	\$0
NA	NA	\$150.00	\$0
NA	NA	Per Agreement with Police Officers Association	\$0
NA	NA	\$75.00	\$0
NA	NA	\$110.00	\$0
NA	NA	See Engineering Fees	\$0
NA	NA	Double all permit fees	\$0
NA	NA		
NA	NA	\$25.00	-\$1
NA	NA	See Resolution No. 2011-195	\$0
NA	NA	See Resolution No. 2011-195	\$0
NA	NA	\$35.00	\$0
\$15.00	0%	\$15.00	\$0



# ADMINISTRATIVE FEES

Item No.	Title	Current Fee/Charge	Unit	Notes
31	STAFF TIME – Special Projects Beyond Normal Course of Business	As provided for in the California Public Records Act, City's staff time spent on extraordinary or infrequent requests that are large in scope or require development of information to satisfy such requests will require the requestor to reimburse the City for its actual direct cost. Actual direct cost will include the City staff's fully burdened hourly rate which includes PERS and Medicare. Outsourced consultant and attorney fees will be at cost billed to the City. A deposit, based upon an estimate to fulfill a request, will be collected prior to commencement.		
32	<b>SUBPOENA DUCES TECUM</b>			
33	Documents (Deposit for Civil Cases. No charge for Criminal Cases (Evidence Code Section 1563(b)(1)). No charge for Federal Cases unless significant (Federal Rules of Civil Procedure Rule 45)	\$15.00		
34	Persons (Deposit for Civil Cases pursuant to Government Code Section 68096.1. No charge for Criminal Cases pursuant to Penal Code Section 1329).	\$275.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	As provided for in the California Public Records Act, City's staff time spent on extraordinary or infrequent requests that are large in scope or require development of information to satisfy such requests will require the requestor to reimburse the City for its actual direct cost. Actual direct cost will include the City staff's fully burdened hourly rate which includes PERS and Medicare. Outsourced consultant and attorney fees will be at cost billed to the City. A deposit, based upon an estimate to fulfill a request, will be collected prior to commencement.	\$0
NA	NA	\$15.00	\$0
NA	NA	\$275.00	\$0

**BUILDING PERMIT FEES**

Item No.	Title	Current Fee/Charge	Unit
1	Green Building Standards Plan Review Mandatory Provisions	\$1,310.00	
2	Green Building Standards Plan Review Tier 1 Provisions	\$2,619.00	
3	Green Building Standards Plan Review Tier 2 Provisions	\$3,929.00	
4	Green Building Standards Inspection Mandatory Provisions	\$1,284.00	
5	Green Building Standards Inspection Tier 1 Provisions	\$2,536.00	
6	Green Building Standards Inspection Tier 2 Provisions	\$3,788.00	
7	Industrial Wastewater Discharge Permit Application Review	\$180.00	
8	Penalty Fees	Work commencing prior to the issuance of a permit shall be subject to an additional fee equal to the permit fee. (Authorized by California Building Code § 109.4.)	
	<b>CERTIFICATE OF OCCUPANCY FEES</b>		
	<b>AFFECTED FLOOR AREA</b>		
	<b>Inspection Fee:</b>		
	5,000 square feet or less	\$385.00	
	5,001 to 50,000 square feet	\$885.00	
	50,001 to 100,000 square feet	\$1,046.00	
	Over 100,000 square feet	\$1,207.00	
	<b>Issuance of a Temporary Certificate of Occupancy</b>		
	Less than 5,000 square feet	\$385.00	
	Less than 50,000 square feet	\$885.00	
	50,001 to 100,000 square feet	\$1,046.00	
	Over 100,000 square feet	\$1,207.00	
11	<b>INSPECTION AND OTHER FEES</b>		
12	Permit inspection outside of normal business hours (minimum charge four hours)	\$244.00	/hour Minimum of 4 hours
13	Inspection of work not requiring a permit	\$168.00	hr
14	Re-inspection fee	\$168.00	hr
15	Additional structural plan review required by changes, additions or revisions to the plans submitted or determination if an existing structure can accept additional loads	\$321.00	hr
16	Additional non-structural plan review required by changes, additions or revisions to the plans submitted	\$168.00	hr
17	Certified Access Specialist (CASP) Review Fee	\$136.00	hr
18	Trailer Permit	\$507.00	trailer
19	Trailer Permit for subsequent years	\$507.00	
20	Final Map, parcel map, or tentative map which contains four or less parcels or lots	\$5,660.00	
21	Final Map, parcel map, or tentative map which contains five or more parcels or lots	\$13,730.00	
22	Conditional Use Permit	\$19,251.00	plus applicant is responsible for cost to retain a consultant to prepare the environmental document for the project plus a 25% administration fee
23	Zoning Variance and Zoning Amendment	\$11,075.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$1,310.00	\$0
NA	NA	\$2,619.00	\$0
NA	NA	\$3,929.00	\$0
NA	NA	\$1,284.00	\$0
NA	NA	\$2,536.00	\$0
NA	NA	\$3,788.00	\$0
\$805.10	0%	\$805.00	\$625
NA	NA	Work commencing prior to the issuance of a permit shall be subject to an additional fee equal to the permit fee. (Authorized by California Building Code § 109.4.)	\$0
\$666.30	40%	\$400.00	\$15
\$865.47	31%	\$600.00	-\$285
\$865.47	0%	\$865.00	-\$181
\$1,064.65	0%	\$1,064.00	-\$143
\$666.30	100%	\$0.00	-\$385
\$666.30	100%	\$0.00	-\$885
\$666.30	100%	\$0.00	-\$1,046
\$666.30	100%	\$0.00	-\$1,207
\$900.49	0%	\$900.00	\$656
\$199.18	0%	\$199.00	\$31
\$199.18	0%	\$199.00	\$31
\$502.14	0%	\$502.00	\$181
\$502.14	0%	\$502.00	\$334
\$701.31	0%	\$701.00	\$565
\$302.96	0%	\$302.00	-\$205
\$302.96	0%	\$302.00	-\$205
\$6,230.63	0%	\$6,230.00	\$570
\$7,788.29	0%	\$7,788.00	-\$5,942
\$18,691.90	0%	\$18,691.00	-\$560
\$7,788.29	0%	\$7,788.00	-\$3,287

**BUILDING PERMIT FEES**

Item No.	Title	Current Fee/Charge	Unit
24	Building Code Variance	\$4,879.00	
25	Zoning Verification	\$276.00	
26	Commercial/Industrial solar panel or other alternative energy sources installation greater than 50kw	\$1,000.00 plus \$7.00 per kW for each Kw above 50kW to 250kW and \$5.00 per kW above 250kW	
27	Residential Solar Panel Installation	\$500 plus \$15 per kW for each kW above 15kW	
28	Water Efficient Landscape Plan Review and Inspection Fee	\$828.00	
29	Sanitary Sewer Flow Study Fee	\$2,106.00	
30	Green building Standards Administration Special Revolving fee	\$1.00	for every \$25,000.00 or portion thereof of valuation
31	Release of Building Drawings	\$64.00	
32	Special Event Application / Public Assembly Application	\$134.00	
33	Temporary Use Permit	\$1,000.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$4,672.97	0%	\$4,672.00	-\$207
\$311.53	0%	\$311.00	\$35
NA	NA	\$1,000.00 plus \$7.00 per kW for each Kw above 50kW to 250kW and \$5.00 per kW above 250kW	\$0
NA	NA	\$500 plus \$15 per kW for each kW above 15kW	\$0
\$3,115.32	0%	\$3,115.00	\$2,287
\$199.18	0%	\$199.00	-\$1,907
NA	NA	\$1.00	\$0
\$311.36	0%	\$311.00	\$247
\$510.53	0%	\$510.00	\$376
\$3,115.32	0%	\$3,115.00	\$2,115

## BUILDING PERMIT FEES

**PERMIT FEES** Building, Electrical, Plumbing, Heating, Ventilating, Cooling, Refrigeration, and Fire Prevention Permits

Minimum Value	Maximum Value	Current Base Rate	Suggested Base Rate	Current Plus \$\$	Suggested Plus \$\$	For every
1.00	2,000.00	111.00	<b>200.01</b>	0.00	<b>0.00</b>	0.00
2,001.00	5,000.00	111.00	<b>200.01</b>	5.55	<b>10.00</b>	100.00
5,001.00	25,000.00	277.00	<b>499.12</b>	13.87	<b>24.99</b>	1,000.00
25,001.00	50,000.00	555.00	<b>1,000.04</b>	10.40	<b>18.74</b>	1,000.00
50,001.00	100,000.00	815.00	<b>1,468.53</b>	7.63	<b>13.75</b>	1,000.00
100,001.00	500,000.00	1,196.00	<b>2,155.04</b>	5.55	<b>10.00</b>	1,000.00
500,001.00	and up	3,415.00	<b>6,153.40</b>	4.29	<b>7.73</b>	1,000.00

**Plan Check Fee when required, shall be equal to 65% of the Permit Fee. Plan Check Energy Fee 25% of the Permit Fee. Permit Energy Fee 10% of the Permit Fee.**

**Percent Change = 80%**

**Cost Recovery Level = 100%**

**ENGINEERING FEES**

Item No.	Title	Current Fee/Charge	Unit	Notes
1	Lot Line Adjustment Fee	\$2,902.00	Per App	
2	Street Vacation Fee	\$11,107.00	Per App	
3	Certificate of Compliance Fee	\$1,014.00		
4	Covenant and Agreement Review Fee	\$937.00		
5	Lot Merger Review Fee	\$937.00		
6	Grant / Easement Deed Review	\$1,445.00		
7	<b>ENCROACHMENT FEES</b>			
8	Permit Issuance Fee	\$161.00	Per App	Minimum 2 hrs plan check & 4 hours inspection
9	Permit Inspection and Plan Check Fees - Regular Time	\$166.00	hr	Minimum 2 hrs plan check & 4 hours inspection
10	Permit Inspection and Plan Check Fees - Overtime	\$244.00	hr	
11	Annual Permit	\$578.00	Per App	
12	Reconstruction Fees for Work Completed by City	All other direct costs to the City resulting from the Permittee's activity, calculated at actual cost plus 25% administrative cost		
13	<b>FRANCHISES AND LICENSES</b>			
14	Railroad crossings, conveyor bridges, and tunnels across a street	\$3,210.00		Issuance \$25,000.00
15	Railroad Tracks, pipelines, or conduits along a street	\$3,210.00	for each one-half (1/2) mile or portion thereof	Issuance \$25,000.00 for each one-half (1/2) mile or portion thereof
16	Pipelines or conduits across a street or a metering manhole in the street	\$1,605.00		Issuance \$15,500.00
17	Building footings and appendages for traffic sensors, signs, monitoring wells and architectural projections	\$642.00		Issuance \$5,000.00
18	<b>The fee for any encroachment not specifically listed in the table shall be the same fee for the most similar structure listed in the table as determined by the City.</b>			
19	<b>GRADING</b>			
20	Low Impact Development Plan Review	\$2,770.00		Covers 3 reviews, subsequent reviews would be charged an additional fee - applicant minimum fee - applicant will be charged based on actual cost
21	Grading Plan Review Fee	\$1,329.00		minimum fee - applicant will be charged based on actual cost
23	Grading Inspection (No LID)	\$282.00		minimum fee - applicant will be charged based on actual cost

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$2,121.81	0%	\$2,121.00	-\$781
NA	NA	\$11,107.00	\$0
NA	NA	\$1,014.00	\$0
\$2,117.88	0%	\$2,117.00	\$1,180
\$2,121.81	0%	\$2,121.00	\$1,184
\$1,964.03	0%	\$1,964.00	\$519
\$229.79	0%	\$229.00	\$68
\$649.01	0%	\$649.00	\$483
\$973.51	0%	\$973.00	\$729
NA	NA	\$578.00	\$0
NA	NA	All other direct costs to the City resulting from the Permittee's activity, calculated at actual cost plus 25% administrative cost	\$0
NA	NA		\$0
NA	NA	\$3,210.00	\$0
NA	NA	\$3,210.00	\$0
NA	NA	\$1,605.00	\$0
NA	NA	\$642.00	\$0
\$2,627.62	0%	\$2,627.00	-\$143
\$2,627.62	0%	\$2,627.00	\$1,298
\$1,586.28	0%	\$1,586.00	\$1,304

ENGINEERING FEES

Item No.	Title	Current Fee/Charge	Unit	Notes
24	NPDES LID Inspection	\$1,210.00		minimum fee - applicant will be charged based on actual cost
25	ENCROACHMENT PERMIT FAITHFUL PERFORMANCE BONDS OR CASH DEPOSIT REQUIREMENTS	The amount of an encroachment permit cash deposit, certified or cashier's check, surety bond, or letter of credit shall be determined by multiplying the quantity of asphalt paving, concrete paving, sidewalk, concrete curb, monuments and trench excavations proposed to be removed, disturbed or opened by the rate shown in the table below, the sum of the totals shall establish the minimum amount of the bond or deposit, except that in no case shall the faithful total security be less than \$5,000. Authorized by Vernon Municipal Code §12.08.200.		
26	<b>Type of Work to be performed</b>			
27	Asphalt pavement	\$22.75	sq. foot	
28	Concrete pavement and driveway	\$25.50	sq. foot	
29	Concrete sidewalk	\$13.25	sq. foot	
30	Concrete curb and gutter	\$67.50	lin. foot	
31	Trench excavations	\$9,630.00	each open excavation	
32	Monument replacement	\$3,852.00	monument	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$1,586.28	0%	\$1,586.00	\$376
NA	NA	The amount of an encroachment permit cash deposit, certified or cashier's check, surety bond, or letter of credit shall be determined by multiplying the quantity of asphalt paving, concrete paving, sidewalk, concrete curb, monuments and trench excavations proposed to be removed, disturbed or opened by the rate shown in the table below, the sum of the totals shall establish the minimum amount of the bond or deposit, except that in no case shall the faithful total security be less than \$5,000. Authorized by Vernon Municipal Code §12.08.200.	\$0
NA	NA		\$0
NA	NA	\$25.50	\$0
NA	NA	\$13.25	\$0
NA	NA	\$67.50	\$0
NA	NA	\$9,630.00	\$0
NA	NA	\$3,852.00	\$0

**POLICE FEES**

Item No.	Title	Current Fee/Charge	Unit
1	Vehicle release fee - impound	\$50.00	
2	Vehicle release fee - driving under the influence	\$144.00	
3	Vehicle release fee - stored	New	
4	Fee to release complete copy of arrest reports, traffic accident reports, incident reports	\$20.00	
5	Fee to release complete copy of arrest reports, traffic accident reports, and incident reports (certified)	\$31.00	
6	Repossession fee for vehicles repossessed in Vernon (Government Code 41612)	\$15.00	
7	VIN verification fee	\$44.00	
8	Citation sign-off fee	\$44.00	
9	DUI Emergency Response	City's cost	
10	Subpoenas witness attendance deposit (Government Code Section 68097.2)	\$275.00	
11	Subpoenas for discovery motions	\$15.00	
12	Basic Police background investigation	\$19.00	
13	USB copy – Digital	\$19.00	
14	<b>FALSE ALARMS</b>		
15	No charge for the first 3 within a fiscal year		
16	4th false security alarm	\$168.00	
17	5th false security alarm	\$207.00	
18	6th false security alarm	\$246.00	
19	7th false security alarm, and each additional security alarm thereafter	\$284.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$74.04	19%	\$60.00	\$10
NA	NA	\$144.00	\$0
\$74.04	19%	\$60.00	NA
NA	NA	\$20.00	\$0
NA	NA	\$31.00	\$0
NA	NA	\$15.00	\$0
\$81.33	39%	\$50.00	\$6
\$81.33	39%	\$50.00	\$6
NA	NA	City's cost	\$0
NA	NA	\$275.00	\$0
NA	NA	\$15.00	\$0
\$19.10	1%	\$19.00	\$0
\$82.72	77%	\$19.00	\$0
NA	NA	\$168.00	\$0
NA	NA	\$207.00	\$0
NA	NA	\$246.00	\$0
NA	NA	\$284.00	\$0

**HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES (PRIOR SCHEDULE)**

Item	Title	Current Fee/Charge	Unit	Notes
1	<b>CERTIFIED UNIFIED PROGRAM AGENCY</b>			
2	<b>ABOVE GROUND PETROLEUM STORAGE ACT PROGRAM</b>			
3	Total Storage Capacity 1,320 to 10,000 Gallons	\$270.00		
4	Total Storage Capacity 10,001 to 100,000 Gallons	\$539.00		
5	Total Storage Capacity 100,001 to 1,000,000 Gallons	\$1,027.00		
6	Total Storage Capacity 1,000,001 to 10,000,000 Gallons	\$2,054.00		
7	Total Storage Capacity 10,000,001 to 100,000,000 Gallons	\$2,054.00		
8	Total Storage Capacity 100,000,001 or more Gallons	\$2,054.00		
9	<b>HAZARDOUS MATERIALS BUSINESS PLAN PROGRAM</b>			
10	Hazardous Material Inventory Class A	\$488.00		
11	Hazardous Material Inventory Class B	\$551.00		
12	Hazardous Material Inventory Class C	\$2,042.00		
13	Application Fee	\$327.00		
14	<b>UNDERGROUND STORAGE TANK PROGRAM</b>			
15	Annual Tank Operating Permit	\$818.00	Tank	
16	Underground Storage Tank Facility	\$1,252.00	Facility	
17	<b>HAZARDOUS MATERIAL CLOSURE</b>			
18	Small	\$313.00		
19	Medium	\$627.00		
20	Large	\$940.00		
21	Extra Large	\$976.00		
22	Certificate of Closure	\$344.00		
23	<b>WELL PERMITS</b>			
24	DRILLING A WATER WELL	\$648.00		
25	DESTROYING OR CONVERTING AN EXISTING WATER WELL	\$648.00		
26	DRILLING A MONITORING WELL less than 50 feet	\$584.00		
27	REPAIRING / MODIFYING A WELL	\$478.00		
28	<b>FOOD PROTECTION PROGRAM FOOD PERMITS</b>			
29	AGRICULTURAL OPERATION	\$207.00	Annual	
30	CATERER	\$363.00	Annual	



**HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES (PRIOR SCHEDULE)**

Item	Title	Current Fee/Charge	Unit	Notes
31	CATERER	\$121.00	Daily	
32	COMMISSARY	\$741.00		
33	FOOD PROCESSING Under 2000 square feet	\$520.00		
34	ESTABLISHMENT Over 2000 square feet	\$1,082.00		
35	FOOD VENDING MACHINE BUSINESS	\$42.00	machine	
36	FOOD WAREHOUSE	\$416.00		
37	RESTAURANT 0-30 SEATS	\$416.00		
38	RESTAURANT 31 SEATS AND OVER	\$824.00		
39	RETAIL FOOD MARKET	\$403.00		
40	RETAIL FOOD PRODUCTION ESTABLISHMENT	\$403.00		
41	TEMPORARY EVENT ORGANIZER	\$302.00		
42	TEMPORARY FOOD FACILITY	\$117.00		
43	<b>FOOD VEHICLES</b>			
44	MOBILE FOOD FACILITY (CART)	\$225.00		
45	WHOLE PRODUCE	\$225.00		
46	MOBILE FOOD PREP UNIT (HOT TRUCK)	\$552.00	Annual	
47	MOBILE FOOD PREP UNIT (HOT TRUCK)	\$186.00	Daily	
48	WHOLESALE FOOD VEHICLE	\$122.00		
49	RETAIL FOOD VEHICLE	\$122.00		
50	<b>NON-FOOD</b>			
51	GARMENT MANUFACTURING	\$395.00		
52	LAUNDRY FACILITY (N/A IF FACILITY IS NOT A VERNON BUSINESS)	\$313.00		
53	LAUNDRY VEHICLE	\$122.00	per vehicle	
54	WASTE PROCESSING FACILITY	\$446.00		
55	WASTE TRANSFER STATION	\$313.00		
56	WASTE COLLECTION BUSINESS	\$1,532.00		
57	WASTE COLLECTION VEHICLE	\$266.00		
58	WASTE COLLECTION VEHICLE YARD	\$334.00		
59	RENDERING PLANT BUSINESS	\$543.00		
60	RENDERING PLANT VEHICLE	\$266.00		

**HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES (PRIOR SCHEDULE)**

Item	Title	Current Fee/Charge	Unit	Notes
61	WASTE DISPOSAL SITE	\$313.00		
62	WATER SUPPLY UTILITY	\$10.00	Service connection	
63	LIQUID WASTE PUMPING BUSINESS	\$266.00		
64	LIQUID WASTE PUMPING VEHICLE	\$232.00		
65	OFFAL BUSINESS	\$266.00		
66	OFFAL VEHICLE	\$232.00		
67	<b>GENERAL PLAN CHECK</b>			
68	1-5 sheets	\$547.00		
69	6-10 sheets	\$1,017.00		
70	11-25 sheets	\$1,330.00		
71	Additional Sheets	\$232.00		

# HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES

Item No.	Title	Current Fee/Charge	Unit	Notes
1	<b>ANIMAL CONTROL</b>			
2	DOG LICENSE	New		
3	<b>FOOD PROTECTION</b>			
4	CATERING FACILITY			
5	LESS THAN OR EQUAL TO 1,999 SQ. FT	New		
6	2,000 - 3,999 SQ. FT	New		
7	4,000 - 9,999 SQ. FT	New		
8	10,000 SQ. FT OR MORE	New		
9	COMMISSARY			
10	LESS THAN OR EQUAL TO 1,999 SQ. FT	New		
11	2,000 - 9,999 SQ. FT	New		
12	10,000 - 49,999 SQ. FT	New		
13	50,000-99,999 SQ. FT	New		
14	100,000 SQ. FT OR MORE	New		
15	COTTAGE FOOD OPERATION			
16	CLASS A	New		
17	CLASS B	New		
18	FOOD MARKET			
19	LESS THAN OR EQUAL TO 1,999 SQ. FT	New		
20	2,000 - 3,999 SQ. FT	New		
21	4,000 - 9,999 SQ. FT	New		
22	10,000 SQ. FT OR MORE	New		
23	FOOD PROCESSING FACILITY			
24	LESS THAN OR EQUAL TO 1,999 SQ. FT	New		
25	2,000 - 9,999 SQ. FT	New		
26	10,000 - 49,999 SQ. FT	New		
27	50,000-99,999 SQ. FT	New		
28	100,000 SQ. FT OR MORE	New		
29	FOOD WAREHOUSE			
30	LESS THAN OR EQUAL TO 1,999 SQ. FT	New		
31	2,000 - 9,999 SQ. FT	New		
32	10,000 - 49,999 SQ. FT	New		
33	50,000-99,999 SQ. FT	New		
34	100,000 SQ. FT OR MORE	New		
35	FOOD WAREHOUSE - LIMITED FOOD PREPACKING			
36	LESS THAN OR EQUAL TO 1,999 SQ. FT	New		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$30.26	1%	\$30.00	NA
\$429.44	0%	\$429.00	NA
\$523.62	0%	\$523.00	NA
\$627.22	0%	\$627.00	NA
\$815.57	0%	\$815.00	NA
\$250.51	0%	\$250.00	NA
\$297.60	0%	\$297.00	NA
\$344.69	0%	\$344.00	NA
\$391.77	0%	\$391.00	NA
\$438.86	0%	\$438.00	NA
\$60.52	1%	\$60.00	NA
\$94.18	0%	\$94.00	NA
\$282.53	0%	\$282.00	NA
\$329.62	0%	\$329.00	NA
\$357.87	0%	\$357.00	NA
\$423.79	0%	\$423.00	NA
\$344.69	0%	\$344.00	NA
\$533.04	0%	\$533.00	NA
\$721.39	0%	\$721.00	NA
\$1,224.29	0%	\$1,224.00	NA
\$1,412.65	0%	\$1,412.00	NA
\$207.19	0%	\$207.00	NA
\$254.28	0%	\$254.00	NA
\$348.45	0%	\$348.00	NA
\$706.32	0%	\$706.00	NA
\$894.68	0%	\$894.00	NA
\$207.19	0%	\$207.00	NA

# HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES

Item No.	Title	Current Fee/Charge	Unit	Notes
37	2,000 - 9,999 SQ. FT	New		
38	10,000 - 49,999 SQ. FT	New		
39	50,000-99,999 SQ. FT	New		
40	100,000 SQ. FT OR MORE	New		
41	PUBLIC SCHOOL CAFETERIA			
42	FOOD PREPARATION	New		
43	FOOD PREPARATION - LIMITED	New		
44	RESTAURANT			
45	LESS THAN OR EQUAL TO 1,999 SQ. FT	New		
46	2,000 - 3,999 SQ. FT	New		
47	4,000 - 9,999 SQ. FT	New		
48	10,000 SQ. FT OR MORE	New		
49	SHARED KITCHEN COMPLEX			
50	LESS THAN OR EQUAL TO 1,999 SQ. FT	New		
51	2,000 - 9,999 SQ. FT	New		
52	10,000 - 49,999 SQ. FT	New		
53	50,000-99,999 SQ. FT	New		
54	100,000 SQ. FT OR MORE	New		
55	SOFT SERVE PROGRAM			
56	MACHINE	New		
57	STATE LICENSE FEE	New		
58	VENDING MACHINE	New		
59	LIMITED SERVICE CHARITABLE FEEDING OPERATION	New		
60	MICRO MARKET	New		
61	MICROENTERPRISE HOME KITCHEN OPERATION	New		
62	HOST FACILITY	New		
63	MOBILE FOOD FACILITY			
64	CART - FOOD PREPARATION	New		
65	CART - PRE-PACKAGE FOOD	New		
66	VEHICLE - FOOD PREPARATION	New		
67	VEHICLE - PRE-PACKAGE FOOD	New		
68	COMPACT MOBILE FOOD OPERATION	New		
69	MOBILE SUPPORT UNIT	New		
70	WHOLESALE FOOD VEHICLE	New		
71	ENVIRONMENTAL PROTECTION			
72	CROSS CONNECTION			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$254.28	0%	\$254.00	NA
\$348.45	0%	\$348.00	NA
\$706.32	0%	\$706.00	NA
\$894.68	0%	\$894.00	NA
\$188.35	0%	\$188.00	NA
\$94.18	0%	\$94.00	NA
\$429.44	0%	\$429.00	NA
\$523.62	0%	\$523.00	NA
\$627.22	0%	\$627.00	NA
\$815.57	0%	\$815.00	NA
\$188.35	0%	\$188.00	NA
\$235.44	0%	\$235.00	NA
\$363.52	0%	\$363.00	NA
\$674.30	0%	\$674.00	NA
\$894.68	0%	\$894.00	NA
\$94.18	0%	\$94.00	NA
NA	NA	Set by the State	NA
\$47.09	0%	\$47.00	NA
\$250.51	0%	\$250.00	NA
\$250.51	0%	\$250.00	NA
\$250.51	0%	\$250.00	NA
\$250.51	0%	\$250.00	NA
\$171.52	0%	\$171.00	NA
\$124.44	0%	\$124.00	NA
\$497.75	0%	\$497.00	NA
\$309.39	0%	\$309.00	NA
\$124.44	0%	\$124.00	NA
\$124.44	0%	\$124.00	NA
\$124.44	0%	\$125.00	NA

**HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES**

Item No.	Title	Current Fee/Charge	Unit	Notes
73	BACKFLOW PREVENTION DEVICE	New		
74	COMMERCIAL LAUNDRY FACILITY			
75	LESS THAN 1000 SQ. FT.	New		
76	1,000 - 4,999 SQ. FT.	New		
77	5,000 - 9,999 SQ. FT.	New		
78	10,000 - 49,000 SQ. FT.	New		
79	50,000 SQ. FT. OR MORE	New		
80	GARMENT FACILITY			
81	LESS THAN OR EQUAL TO 999 SQ. FT.	New		
82	1,000 - 4,999 SQ. FT.	New		
83	5,000 - 9,999 SQ. FT.	New		
84	10,000 - 99,999 SQ. FT.	New		
85	100,000 SQ. FT. OR MORE	New		
86	WIPING RAG FACILITY			
87	LESS THAN OR EQUAL TO 249 SQ. FT.	New		
88	250 - 999 SQ. FT.	New		
89	1,000 - 2,999 SQ. FT.	New		
90	3,000 - 4,999 SQ. FT.	New		
91	5,000 SQ. FT. OR MORE	New		
92	RENDERING FACILITY			
93	LESS THAN OR EQUAL TO 1,999 SQ. FT.	New		
94	2,000 - 9,999 SQ. FT.	New		
95	10,000 - 49,999 SQ. FT.	New		
96	50,000-99,999 SQ. FT.	New		
97	100,000 SQ. FT. OR MORE	New		
98	RENDERING OPERATION VEHICLE	New		
99	LIQUID WASTE MANAGEMENT FACILITY			
100	LESS THAN OR EQUAL TO 1,999 SQ. FT.	New		
101	2,000 - 9,999 SQ. FT.	New		
102	10,000 - 49,999 SQ. FT.	New		
103	50,000-99,999 SQ. FT.	New		
104	100,000 SQ. FT. OR MORE	New		
105	LIQUID WASTE PUMPER VEHICLE	New		
106	LEA - SOLID WASTE FACILITY			
107	TRANSFER/ PROCESSING - LIMITED VOLUME	New		
108	TRANSFER/ PROCESSING - MEDIUM VOLUME	New		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$12.10	1%	\$12.00	NA
\$191.24	0%	\$191.00	NA
\$251.76	0%	\$251.00	NA
\$282.02	0%	\$282.00	NA
\$363.12	0%	\$363.00	NA
\$484.16	0%	\$484.00	NA
\$191.24	0%	\$191.00	NA
\$251.76	0%	\$251.00	NA
\$282.02	0%	\$282.00	NA
\$363.12	0%	\$363.00	NA
\$484.16	0%	\$484.00	NA
\$191.24	0%	\$191.00	NA
\$251.76	0%	\$251.00	NA
\$282.02	0%	\$282.00	NA
\$363.12	0%	\$363.00	NA
\$484.16	0%	\$484.00	NA
\$297.60	0%	\$297.00	NA
\$391.77	0%	\$391.00	NA
\$438.86	0%	\$438.00	NA
\$565.06	0%	\$565.00	NA
\$753.41	0%	\$753.00	NA
\$60.52	1%	\$60.00	NA
\$191.24	0%	\$191.00	NA
\$251.76	0%	\$251.00	NA
\$282.02	0%	\$282.00	NA
\$363.12	0%	\$363.00	NA
\$484.16	0%	\$484.00	NA
\$60.52	1%	\$60.00	NA
\$1,883.53	0%	\$1,883.00	NA
\$2,825.30	0%	\$2,825.00	NA

# HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES

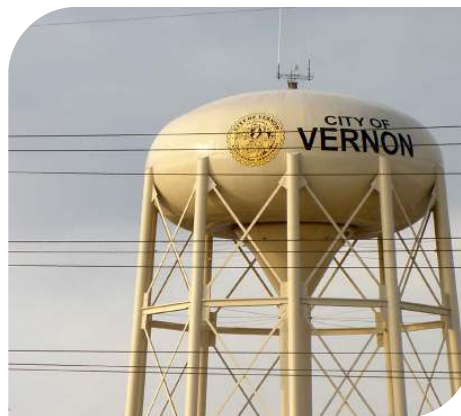
Item No.	Title	Current Fee/Charge	Unit	Notes
109	TRANSFER/ PROCESSING - LARGE VOLUME	New		
110	SOLID WASTE MANAGEMENT FACILITY			
111	LESS THAN OR EQUAL TO 1,999 SQ. FT	New		
112	2,000 - 9,999 SQ.FT	New		
113	10,000 - 49,999 SQ.FT	New		
114	50,000-99,999 SQ.FT	New		
115	100,000 SQ.FT OR MORE	New		
116	SOLID WASTE HAULER VEHICLE	New		
117	MEDICAL WASTE FACILITY			
118	GENERATOR - LARGE QUANTITY	New		
119	GENERATOR - SMALL QUANTITY	New		
120	ONSITE TREATMENT FACILITY - SMALL QUANTITY	New		
121	ONSITE TREATMENT FACILITY - LARGE QUANTITY	New		
122	<b>CUPA FEES</b>			
123	ABOVEGROUND PETROLEUM STORAGE ACT			
124	FULL PERMIT	New		
125	TIER I	New		
126	TIER II	New		
127	CALIFORNIA ACCIDENTAL RELEASE PREVENTION PLAN			
128	PROGRAM LEVEL 1	New		
129	PROGRAM LEVEL 2	New		
130	PROGRAM LEVEL 3	New		
131	PROGRAM LEVEL 4	New		
132	HAZARDOUS MATERIAL RELEASE RESPONSE PLAN			
133	HAZARDOUS MATERIALS BUSINESS PLAN	New		
134	HAZARDOUS WASTE GENERATOR			
135	SMALL QUANTITY	New		
136	LARGE QUANTITY - NON-RCRA	New		
137	LARGE QUANTITY - RCRA	New		
138	TIERED PERMITTING OF HAZARDOUS WASTE ON-SITE TREATMENT			
139	CONDITIONALLY AUTHORIZED	New		
140	CONDITIONALLY EXEMPT	New		
141	PERMIT BY RULE	New		
142	UNDERGROUND STORAGE TANK			
143	UST - NON-PETROLEUM	New		
144	UST - PETROLEUM	New		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$3,578.71	0%	\$3,578.00	NA
\$181.56	0%	\$181.00	NA
\$242.08	0%	\$242.00	NA
\$302.60	0%	\$302.00	NA
\$363.12	0%	\$363.00	NA
\$484.16	0%	\$484.00	NA
\$60.52	1%	\$60.00	NA
\$250.51	0%	\$250.00	NA
\$250.51	0%	\$250.00	NA
\$250.51	0%	\$250.00	NA
\$250.51	0%	\$250.00	NA
\$2,996.70	0%	\$2,996.00	NA
\$2,431.64	0%	\$2,431.00	NA
\$2,431.64	0%	\$2,431.00	NA
\$4,708.83	0%	\$4,708.00	NA
\$5,633.64	0%	\$5,633.00	NA
\$5,633.64	0%	\$5,633.00	NA
\$5,633.64	0%	\$5,633.00	NA
\$614.03	0%	\$614.00	NA
\$566.94	0%	\$566.00	NA
\$755.30	0%	\$755.00	NA
\$753.41	0%	\$753.00	NA
\$753.41	0%	\$753.00	NA
\$753.41	0%	\$753.00	NA
\$941.77	0%	\$941.00	NA
\$1,035.94	0%	\$1,035.00	NA
\$1,035.94	0%	\$1,035.00	NA

# HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES

Item No.	Title	Current Fee/Charge	Unit	Notes
145	STATE OF CALIFORNIA SURCHARGE	New		
146	ABOVEGROUND PETROLEUM STORAGE ACT	New		
147	CALIFORNIA ACCIDENTAL RELEASE RESPONSE PLAN	New		
148	CUPA OVERSIGHT	New		
149	UNDERGROUND STORAGE TANK	New		
150	<b>SERVICE FEES</b>			
151	SHARED KITCHEN OPERATOR			
152	ANNUAL	New		
153	QUARTERLY	New		
154	COMMUNITY EVENTS			
155	ORGANIZER	New		
156	FOOD PREPARATION	New		
157	PRE-PACKAGE	New		
158	PRE-PACKAGE WITH SAMPLING	New		
159	PLAN CHECK			
160	FOOD PLAN CHECK	New		
161	CUPA PLAN CHEK	New		
162	SITE EVALUATION	New		
163	WELL PERMITS			
164	APPLICATION FEE	New		
165	PER WELL/SOIL BORING	New		
166	SOLID WASTE			
167	5-YEAR PERMIT REVIEW	New		
168	REMEDIAL ACTION AGREEMENT APPLICATION FEE	New		
169	HOURLY RATE			
170	ENVIRONMENTAL HEALTH SPECIALIST	New		
171	ENVIRONMENTAL HEALTH TECHNICIAN	New		
172	CUPA WORK PLAN REVIEW / CLOSURE CERTIFICATION	New		
173	MISCELLANEOUS			
174	FOR SERVICES IN WHICH NO FEE IS LISTED	New		Staff will determine deposit amount
175	SOLID WASTE SELF HAULING APPLICATION FEE	New		
176	SOLID WASTE SELF HAULER VEHICLE	New		
177	COMMERCIAL AGRICULTURAL OPERATION	New		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Set by the State	NA
NA	NA	Set by the State	NA
NA	NA	Set by the State	NA
NA	NA	Set by the State	NA
NA	NA	Set by the State	NA
\$248.87	0%	\$248.00	NA
\$124.44	0%	\$124.00	NA
\$122.68	1%	\$122.00	NA
\$154.70	0%	\$154.00	NA
\$107.61	1%	\$107.00	NA
\$107.61	1%	\$107.00	NA
\$813.93	0%	\$813.00	NA
\$1,190.64	0%	\$1,190.00	NA
\$188.35	0%	\$188.00	NA
\$188.35	0%	\$188.00	NA
\$62.16	0%	\$62.00	NA
\$753.41	0%	\$753.00	NA
\$1,883.53	0%	\$1,883.00	NA
\$188.35	0%	\$188.00	NA
\$121.04	0%	\$121.00	NA
\$753.41	0%	\$753.00	NA
NA	NA	Actual Cost	NA
\$813.93	0%	\$813.00	NA
\$60.52	1%	\$60.00	NA
\$207.19	0%	\$207.00	NA



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